Army Regulation 611–6

Personnel Selection and Classification

Army Linguist Management

Headquarters
Department of the Army
Washington, DC
16 February 1996

Unclassified

SUMMARY of CHANGE

AR 611-6
Army Linguist Management

This revised Department of the Army regulation updates policies and procedures
related to Army linguist management. Specifically, this regulation--

o Changes the name of The Army Language Program Review Committee to the Army
   Language Committee (chap 1).

o Deletes training reporting requirements (chap 2).

o Establishes qualifying Defense Language Aptitude Battery scores by language
   category and adds minimum proficiency scores for intermediate and advanced
   training (chap 3).

o Raises the minimum proficiency requirements for qualified linguists (level 2
   for listening and level 2 for speaking or reading) and establishes waiver
   authority (chap 3).

o Gives the Troop Commander, Defense Language Institute, the authority to waive
   minimum proficiency requirements and graduate soldiers at Defense Language
   Institute sponsored courses (chap 3).

o Adds a chapter on Foreign Language Proficiency Pay (chap 6).
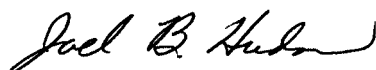
*Army Regulation 611–6

Effective 18 March 1996

Personnel Selection and Classification

Army Linguist Management

By Order of the Secretary of the Army:

DENNIS J. REIMER
General, United States Army
Chief of Staff

Official:

Joel B. Hudson

JOEL B. HUDSON
Administrative Assistant to the
Secretary of the Army

History. This printing publishes a revision of this publication. Because the publication has been extensively revised, the changed portions have not been highlighted.

Summary. This regulation sets policies and procedures for establishing Army linguist requirements and for identifying, testing, reporting, evaluating, reevaluating, training, and assigning Army linguist personnel. This regulation describes the responsibilities of Headquarters, Department of the Army, proponent agencies, major Army commands and agencies, and local installations for the management of Army linguists.

Applicability. This regulation applies to the Active Army, the Army National Guard, and the U.S. Army Reserve. The policies and procedures of this regulation remain in effect upon declaration of war or mobilization.

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff for Personnel. The proponent has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation. Proponents may delegate the approval authority, in writing, to a division chief under their supervision within the proponent agency who holds the grade of colonel or the civilian equivalent.

Army management control process. This regulation contains management control provisions and identifies key management controls that must be evaluated.

Supplementation. Supplementation of this regulation and the establishment of command and local forms are prohibited without prior approval from DAPE–MP, DEPUTY CHIEF OF STAFF PERSONNEL, 300 ARMY PENTAGON, WASHINGTON DC 20310–0300.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by The Administrative Assistant to the Secretary of the Army. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to COMMANDER, PERSCOM (ATTN TAPC–EPL–M), 2461 EISENHOWER AVENUE, ALEXANDRIA VA 22331–0457.

Committee Continuance Approval. The DA Committee Management Officer concurs in the continuance of the Army Language Committee.

Distribution. Distribution of this publication is made in accordance with the requirements on DA Form 12–09–E, block number 2236, intended for command levels A, B, C, D, and E for Active Army and command level A for Army National Guard and U.S. Army Reserve.

Contents (Listed by paragraph and page number)

Unclassified

Contents—Continued

Glossary

Index

Chapter 1
General

1–1. Purpose
This regulation sets policies and procedures for the management of Army linguists.

1–2. References
Required and related publications are listed in appendix A.

1–3. Explanation of abbreviations and terms
Abbreviations and special terms used in this regulation are explained in the glossary.

1–4. Responsibilities
a. The Secretary of the Army—

(1) Is the executive agent (EA) for the Defense Foreign Language Program (DFLP).

(2) Determines the specialties and duties for which Foreign Language Proficiency Pay (FLPP) is authorized.

b. The Deputy Assistant Secretary of the Army (Training and Education) is the secretariat representative with oversight responsibility for the DFLP and will—

(1) Be a voting member on the DFLP General Officer Steering Committee (GOSC).

(2) Provide an action officer to the Army Language Committee (ALC).

c. The Assistant Secretary of the Army for Financial Management will—

(1) Develop procedures for the payment and accounting of FLPP by installation finance and accounting offices (FAOs).

(2) Provide monthly accounting of disbursements by category (officer, warrant officer, and enlisted), FLPP level, pay grade, and total amount paid.

d. The Deputy Chief of Staff for Operations and Plans (DCSOPS)—

(1) Is delegated overall responsibility by the EA for the DFLP.

(2) Has DFLP executive agent responsibilities.

(3) Manages the DFLP.

(4) Provides the chairperson for the DFLP GOSC.

(5) Provides an action officer to the ALC.

e. The Deputy Chief of Staff for Intelligence (DCSINT) is the Service Program Manager (SPM) and has overall staff responsibilities for the development, coordination, and conduct of the Army Language Program. The DCSINT will also—

(1) Provide the chairperson, recording secretary, and an action officer to the ALC.

(2) Coordinate with user commands to develop Army Foreign Language Final Learning Objectives (FLOs) to be provided to the Defense Language Institute, Foreign Language Center (DLIFLC).

(3) Conduct, twice yearly, a language billet review of tables of distribution and allowances (TDA) and tables of organization and equipment (TOE) units to be used in preparing the Army training forecast for DFLP training.

(4) Review, annually, the list of priority languages and recommend changes in priorities to the Commander, U.S. Total Army Personnel Command (TAPC-EPL-M), providing recommendations prior to the annual Structure Manning Decision Review (SMDR).

(5) Coordinate the HQDA Staff review, validation, and approval of all changes to Army linguist requirements, to include those affecting the U.S. Army Reserve (USAR) and Army National Guard (ARNG).

(6) Assist commanders in pursuing an active proficiency reevaluation program to comply with this regulation.

(7) Represent Army Language Program interests within the DFLP by serving as a DFLP GOSC voting member and by providing an action officer to the DFLP.

(8) Identify critical languages.

(9) Determine language proficiency requirements.

(10) Maintain a record of authorized language positions.

(11) Monitor authorization changes affecting language identification code (LIC) positions.

f. The Deputy Chief of Staff for Personnel (DCSPER) has overall staff supervisory authority for the acquisition, utilization, and retention of Army linguist personnel. The DCSPER will also—

(1) Oversee functions and responsibilities of the U.S. Total Army Personnel Command (PERSCOM) defined in paragraph 1–4*i* of this regulation.

(2) Oversee input to training management for all Army Linguist Institutional Training according to AR 350–10.

(3) Adjudicate competing services requirements for training seats at the SMDR and Training Resources Arbitration Panel (TRAP).

(4) Provide an action officer to represent the DCSPER at meetings of the ALC.

(5) Exercise responsibility for policy governing the FLPP program.

(6) Develop policy, in coordination with the Reserve Components, PERSCOM, and Defense Finance and Accounting Service (DFAS).

(7) Submit to the Secretary of the Army (SA) or designated representative recommended changes to the FLPP program.

(8) Submit reports as required by Office of the Assistant Secretary of Defense for Force Management Policy (OASD (FMP)).

(9) Provide guidance concerning program report preparation to the Reserve Components, PERSCOM, and U.S. Army Finance and Accounting Center (USAFAC).

(10) Approve exceptions to the regulation that are consistent with controlling law and regulation.

g. The Chief, Army Reserve (OCAR), will—

(1) Develop the initial entry language requirements for the SMDR and provide policy and procedural guidance to the Commander, U.S. Army Reserve Personnel Center (ARPERCEN), in the development of in-service language training requirements.

(2) Provide an action officer to the ALC.

(3) Exercise staff supervision and management of the FLPP program as it pertains to the USAR.

(4) Develop policies, procedures, and management initiatives and recommend changes to the FLPP program to the Office of the Deputy Chief of Staff for Personnel (ODCSPER).

(5) Announce changes to FLPP policy, proficiency requirements, pay rates, or procedures as they occur.

(6) Maintain an inventory of authorized language positions in the USAR units.

(7) Collect personnel data as required.

(8) Prepare reports as required.

h. The Chief, National Guard Bureau (CNGB), will—

(1) Develop language training requirements and budget for resident language training (other than DLIFLC).

(2) Provide an action officer to the ALC.

(3) Exercise staff supervision and management of the FLPP program as it pertains to the National Guard.

(4) Develop policies, procedures, and management initiatives and recommend changes to the FLPP program to ODCSPER.

(5) Announce changes to FLPP policy, proficiency requirements, pay rates, or procedures as they occur.

(6) Maintain an inventory of authorized language positions in the ARNG units.

(7) Collect personnel data as required.

(8) Prepare reports as required.

i. The Commanding General, U.S. Total Army Personnel Command (PERSCOM), manages the personnel assets of the Army Linguist Program to include the acquisition, assignment, career development, and retention of active duty linguists. The Commander, PERSCOM, will—

(1) Develop personnel management systems and procedures for the operation of the Army Linguist Program.

(2) Coordinate with ODCSPER and users to develop and manager a career program based on Army-wide needs of officer and enlisted linguists.

(3) Ensure that major Army commands have adequate numbers

of sufficiently qualified linguists to accomplish mission, operational, and contingency requirements.

(4) Develop Active Army language training requirements and manage the fill of these requirements at the DLIFLC.

(5) Coordinate linguist personnel management policies and procedures with ODCSPER, Office of the Deputy Chief of Staff for Operations and Plans (ODCSOPS), and Office of the Deputy Chief of Staff for Intelligence (ODCSINT).

(6) Ensure that linguist data are current and accessible to the Department of the Army (DA) Staff and personnel managers.

(7) Provide an action officer to the ALC from both the enlisted and officer personnel directorates.

(8) Ensure that personnel identified for selection to receive foreign language training meet the minimum Defense Language Aptitude Battery qualifying scores as outlined in paragraph 3–3 of this regulation.

(9) Coordinate and send information to the four Armed Services on the introduction and use of new foreign language tests and procedures (TAPC–PDE).

(10) Program and budget all expenses for the printing and distribution of language aptitude and proficiency tests used throughout the Department of Defense (TAPC–PDE).

(11) Maintain and ensure compliance with AR 611–5 (TAPC–PDE).

(12) Execute and operate the program according to Department of Defense Instruction (DODI) 7280.3, DOD 7000.14–R (volume 7, part A), and this regulation.

(13) Conduct the program within ODCSPER policy guidance.

(14) Announce changes to FLPP policy, proficiency requirements, pay rates, or procedures.

(15) Monitor FLPP recipients by position, language, pay rate, and category (officer, warrant officer, and enlisted).

(16) Monitor expenditures against allocated funds by language, pay rate, and category.

(17) Provide responses to all inquiries concerning FLPP.

(18) Assist ODCSPER, ODCSINT, Office of the Chief, Army Reserve (OCAR), and ARNG in implementing provisions of chapter 6 of this regulation.

(19) Approve exceptions to policy in consultation with ODCSPER.

j. Commanders of major Army commands (MACOMs) will—

(1) Establish and maintain a continuing program of identification, certification, assignment utilization, and training for assigned or attached linguists.

(2) Administer this program for all soldiers who receive FLPP.

(3) Develop procedures for the monthly accounting of FLPP recipients within their command according to paragraph 6–6 of this regulation.

(4) Request changes to the FLPP program according to paragraph 6–2*b* of this regulation.

(5) Develop personnel systems and procedures to ensure that linguist assets are effectively used and that the appropriate command emphasis is placed on the retention of linguist personnel.

(6) Provide complete identification and support data for linguist positions on all authorization documents, and obtain approval from ODCSINT (DAMI–PIT–L) for all changes of linguist authorizations and proficiency-level requirements prior to modification of authorization documents.

(7) Establish a Command Language Program (CLP). The MACOMs will provide on- and off-duty training to maintain and, if possible, enhance language skills at documented proficiency levels to support readiness objectives. Each MACOM will provide DAMI–PIT–L an updated copy of its CLP.

(8) Provide the facilities, funding, and manpower to support the conduct of testing and effective refresher/maintenance training at subordinate installations.

(9) Manage foreign language refresher/maintenance and enhancement training to ensure the achievement of readiness objectives. Language training will be given priority equal to or higher than common soldier skills.

(10) Continue command emphasis on the reevaluation of language-trained personnel.

(11) Fulfill mission statements and HQDA guidance on linguist mix by ensuring that subordinate commanders receive instructions on maintaining language mix capabilities to support contingency requirements.

(12) Establish procedures to assure language-related training funds such as readiness training (REDTRAIN) are used for language training purposes only.

(13) Initiate linguist retraining programs only after approval by ODCSINT (DAMI–PIT–L), ODCSPER (DAPE–MBI–CS), and PERSCOM (TAPC–EPL–M).

k. Active Army Military Personnel Division (MPD), G1 and Adjutants General (AGs), and ARNG and USAR commanders responsible for the custody of military personnel records will—

(1) Establish controls to identify soldiers for FLPP.

(2) Advise and assist unit commanders in administering the FLPP program.

(3) Ensure that soldiers receiving FLPP meet all the eligibility requirements specified in this chapter.

(4) Ensure that correct entries are made promptly on personnel records discussed in paragraphs 6–8 through 6–11 of this regulation.

l. Principle Headquarters, Department of the Army (HQDA), officials responsible for linguist positions will monitor and recommend for approval to the ODCSINT linguist TDA and TOE authorizations for which they have staff proponency as shown in table 1–1 at the end of this paragraph. These authorizations will include plans for contingency operations. In addition—

(1) Other principal HQDA officials will participate, as required, in the review of linguist procedures, policies, and requirements.

(2) The Office of The Surgeon General (OTSG) will develop and manage officer linguist requirements and assets of the Army Medical Department.

(3) The Office of The Judge Advocate General (OTJAG) will develop and manage officer linguist requirements and assets of the Judge Advocate General's Corps.

(4) The Office of the Chief of Chaplains (OCCH) will manage officer linguist requirements and assets of the Chaplain Corps.

m. The Commanding General, U.S. Army Training and Doctrine Command (TRADOC), will—

(1) Supervise and operate the DLIFLC.

Table 1–1
Agencies responsible for linguist positions

Responsible agency: ODCSINT
Positions: Intelligence/electronic warfare and attache

Responsible agency: ODCSOPS
Positions: Military Assistance Advisory Groups (MAAGs); missions (less intelligence); chemical and nuclear; foreign area officers (FAOs); command, control, and communications; TOE and TDA positions, unless otherwise designated herein, where operational requirements override Officer Personnel Management System (OPMS) or Enlisted Personnel Management System (EPMS) considerations; and law enforcement

Responsible agency: Office of the Deputy Chief of Staff for Logistics (ODCSLOG)
Positions: Logistics, maintenance, supply, transportation, and related positions or activities and security-assistance-related missions

Responsible agency: Office of the Chief of Engineers (OCE)
Positions: Engineer positions and activities

Responsible agency: OTSG
Positions: Medical Department (officer only)

Responsible agency: OCCH
Positions: Chaplain (officer only)

Responsible agency: OTJAG
Positions: Legal (officer only)

(2) Develop Self-Development Tests (SDTs) and other devices for measuring technical language proficiency as appropriate.

(3) Provide an action officer to the ALC.

n. The Commandant, Defense Language Institute, Foreign Language Center (DLIFLC), will—

(1) Manage the DLIFLC.

(2) Provide resident foreign language training in those languages designated by the Executive DFLP Agent.

(3) Provide technical control for all nonresident foreign language programs in accordance with AR 350–20.

(4) Develop and maintain foreign language proficiency and aptitude tests, the Defense Language Aptitude Battery (DLAB) and Defense Language Proficiency Test (DLPT), for the effective accession and evaluation of U.S. Army linguist assets.

(5) Develop exportable language training and testing materials.

(6) Provide guidance to user agencies on language training objectives and requirements.

(7) Evaluate and report the language proficiency of students receiving resident training at DLIFLC.

(8) Provide video teletraining (VTT).

o. The Commander, U.S. Military Enlistment Processing Command (MEPCOM), will—

(1) Interview every active duty applicant to determine all languages (other than English) spoken by the applicant. Language capability will be recorded on the DD Form 1966 series (Record of Military Processing Armed Forces of the United States) on page 1 and in the "remarks" section.

(2) Administer and score the DLAB to service applicants according to AR 601–270 and MEPCOM guidance.

(3) Administer the appropriate DLPT to service applicants entering the Army civilian acquired skills program (ACASP) as linguists, according to AR 601–210, AR 601–270, and MEPCOM guidance.

(4) Ensure that test control officers (TCOs) at Military Entrance Processing Stations (MEPS) prepare DA Form 330 or DA Form 330–E (Language Proficiency Questionnaire) according to paragraphs 3–18 and 3–19 of this regulation and include it as part of the enlistment packet.

p. Commanders of U.S. Army Reception Battalions (USARECBNs), will—

(1) Screen every enlistee record and ensure additional (other than English) language capabilities are posted in Standard Installation/Division Personnel Systems (SIDPERS) in accordance with paragraph 3–6*a* of this regulation.

(2) Administer the DLAB to personnel identified in paragraph 3–4*b*(1) of this regulation who do not have a DLAB score on their records.

(3) Record DLAB scores according to AR 612–201 and AR 640–2–1.

(4) Administer the appropriate DLPT to individuals claiming proficiency in a foreign language or whose transcripts indicate previous language study. For languages without a written DLPT, record capability in the soldier's record (no oral DLPT is required).

(5) Record the DLPT results on DA Form 330 according to paragraph 3–18 of this regulation.

(6) Forward all completed DA Forms 330, to include those received from the MEPS, to the Commander, PERSCOM, according to paragraph 3–19 of this regulation.

q. Directors of Army Education Centers (AECs) will provide local commanders assistance in establishing their Command Language Programs. This assistance will consist of related materials, classroom facilities, assistance with obtaining contracted language training and off-duty college courses. Commanders will be responsible for the funding of contracted language instructors.

r. Commanders of Personnel Service Centers (PSCs) will—

(1) Ensure that DA Form 330 or 330–E is posted according to AR 640–2–1, appendix B, and distributed according to paragraph 3–19 of this regulation.

(2) Publish orders according to AR 310–10 to record the award or withdrawal of the special qualification identifier (SQI) to or from the—

(a) Specialty code (SC) for commissioned officers according to AR 611–101.

(b) Military occupational specialty (MOS) for warrant officers according to AR 611–112 and DA Pam 600–11 and for enlisted personnel according to AR 600–200 and AR 611–201.

(3) Record DLAB results on the soldier's personnel qualification records according to AR 640–2–1 and enter them in SIDPERS according to DA Pam 600–8–2.

(4) Screen and verify personnel information on applications for language training or linguist assignment prior to forwarding to the Commander, PERSCOM, according to paragraphs 4–5*a* and *b* of this regulation.

s. The Commander, US Army Recruiting Command (USAREC), will inform applicants of—

(1) Specific MOS options that guarantee language training for those who qualify.

(2) The Army civilian acquired skills program (ACASP) for those claiming a foreign language proficiency.

1–5. The Army Language Committee

a. General. The Army Language Committee (ALC) reviews and assesses overall policy guidance and management of the Army Linguist Program to ensure that—

(1) It is supportive of changing Army requirements.

(2) Personnel are acquired, trained, and properly used to accomplish assigned missions.

(3) All Army linguist requirements are met.

b. Functions. The ALC will—

(1) Be an adjunct to the Army Staff for identifying and addressing Army linguist problems when promptness, sensitivity, or impact of an action precludes normal staff processing.

(2) Review and recommend Army linguist policy.

c. Composition of the ALC.

(1) ODCSINT will provide a chairperson, action officer, and a recording secretary to the ALC.

(2) The committee will be composed of an action officer from ODCSPER, ODCSOPS, TRADOC, OCAR, National Guard Bureau (NGB), ARPERCEN, and PERSCOM (officer and enlisted personnel directorates).

(3) Other principal HQDA officials, MACOMs, the DLIFLC, and user agencies will be requested to provide representatives when issues affecting their organizations are being addressed.

d. Direction and control. The ALC will—

(1) Meet at least annually and will operate as the chairperson may direct.

(2) Have the authority to communicate directly with any organization on linguist matters.

(3) Prepare and submit a report of proceedings to the DCSINT after each committee meeting.

1–6. Coverage

a. The Army must train and maintain proficient linguists to respond to worldwide roles, missions, and contingencies.

b. Proficiency will be tested annually (para 3–11) in those languages for which Defense Language Proficiency Tests are available. If tests are not available, an oral interview will be given according to chapter 3, section IV, of this regulation.

c. Commanders authorized linguists must ensure that appropriate nonresident language enhancement and refresher/ maintenance material is obtained and integrated into unit training schedules.

d. Those who have demonstrated a foreign language proficiency, regardless of how acquired, are encouraged to maintain that proficiency. All personnel with languages required by MOSs and functional areas (FAs) who have been trained to the designated minimum proficiency must sustain and/or enhance that proficiency to remain qualified in their MOSs or FAs.

Chapter 2
Linguist Requirements Formulation

2–1. Establishing linguist requirements

a. Linguist requirements must be identified to and validated by ODCSINT before documentation in TDA and modification table of organization and equipment (MTOE) documents.

b. When identifying linguist requirements—

(1) Note positions in which the primary duties of incumbents cannot be performed without foreign language capability.

(2) Note positions which, for optimum effectiveness, must be filled by those with a foreign language capability. This includes effective liaison, planning, coordination, and advisory functions.

(3) Clearly document specific language requirements with minimum proficiency requirements.

(4) Identify the language proficiency required for each skill (listening, reading, and speaking) for each position requiring the use of a foreign language. Caution should be taken in designating proficiency levels for the required skills. Basic language courses are designed to train to level 2 proficiency (limited working proficiency). Intermediate courses are designed to train to 2+ level proficiency (limited working proficiency plus). Advanced courses are designed to train to level 3 proficiency (general professional proficiency).

(5) The eighth and ninth characters of the MOS code for Active Army enlisted linguist positions will contain a language code from appendix B of this regulation.

(6) New language requirements or changes to existing authorizations require a 2–year lead time between approval and execution.

2–2. Requisitioning linguists

a. Requisitions for linguists will be included in a unit's monthly submission.

b. Requisitioning procedures are contained in AR 614–185 for officers and in AR 614–200 for enlisted personnel.

Chapter 3
Management of Linguist Assets

Section I
Acquisition

3–1. General

Linguists play an important role in carrying out Army missions. The Army must recruit, train, and retain qualified linguist personnel to satisfy defense needs.

3–2. Recruiting programs

Linguist personnel are acquired through initial accessions and in-service recruiting programs. Language shortages are continually being reviewed for inclusion in the enlistment bonus (EB) and selective reenlistment bonus (SRB) programs. (For more information, see AR 600–200 and DA 611–series circulars.) The ACASP should be used as much as possible to recruit personnel with preexisting (native or civilian acquired) language skills consistent with current Army needs. The ACASP saves the Army training time and money and benefits the soldier-linguist with accelerated promotions. (Also see AR 601–210.)

Section II
Qualification—Defense Language Aptitude Battery

3–3. Description

The Defense Language Aptitude Battery, or DLAB, is a quantitative estimate of the aptitude of a person to learn a foreign language in a formal training program. Test components for DLAB are listed in DA Pam 611–16. The DLAB has replaced the Army Language Aptitude Test (ALAT) and the Defense Language Aptitude Test (DLAT) 1 and DLAT 2 as a standard language aptitude test. Scores on the ALAT, DLAT 1, and DLAT 2 are no longer acceptable qualifying criteria for entry into the DFLP. The minimum qualifying DLAB score is determined by language category. Within their respective components, the Commanders of PERSCOM, NGB, and ARPERCEN will that ensure compliance with DLAB entry requirements be coordinated with and approved by the Army Program Manager (DAMI–PIT). Requests for waivers should include mitigating factors such as evidence of prior foreign language training or experience, especially in the language to be trained. Waivers to these requirements must be coordinated with and approved by the Army Service Program Manager (ODCSINT). Qualifying DLAB scores by language category are as follows:

a. Category I: 85 or higher.

b. Category II: 90 or higher.

c. Category III: 95 or higher.

d. Category IV: 100 or higher.

3–4. Personnel to whom the DLAB is administered

a. Officer personnel. The test is given to—

(1) Officers (except Army Medical Department (AMEDD) and Judge Advocate General's Corps (JAGC) officers) first entering active service at basic branch courses or at their first duty station when not attending a basic branch course.

(2) Officers applying for language training if they have not been previously tested.

(3) Officers requesting to be tested if they have not been previously tested.

b. Enlisted personnel. The test is given to enlisted personnel who—

(1) Enlist for options requiring DLIFLC facility training.

(2) Apply for language training and whose personnel records do not show a DLAB score. This does not apply to military intelligence (MI) linguists applying for intermediate or advanced language training. These soldiers require a current (within last 12 months) DA Form 330 reflecting the following minimum proficiency scores in the language for which training is requested:

(a) Intermediate: Listening—2; Reading—2.

(b) Advanced: Listening—2+; Reading—2+.

(3) Successfully complete Special Forces Assessment and Selection training and whose personnel records do not reflect a DLAB score.

3–5. Approval for DLAB reevaluation

a. Personnel who fail to qualify with a score of 85 or higher on the initial evaluation may be reevaluated after a 6-month waiting period.

b. First and second retests after a 6-month waiting period may be given on approval of the individual's immediate commander.

c. Forward requests for third and subsequent retests and exception period directly to COMMANDER, PERSCOM (ATTN TAPC–PDE), 2461 EISENHOWER AVENUE, ALEXANDRIA VA 22331–0472.

3–6. Recording and reporting DLAB scores

a. For the active Army, the test control officer (TCO) takes the test results from the answer sheets and sends them to the appropriate PSC by using a memorandum with the subject line "DLAB Test Results." The records custodian records these scores for officer and enlisted personnel according to AR 640–2–1. DLAB scores are also reported through SIDPERS according to AR 680–5 and DA Pam 600–8–2.

b. For USAR Individual Ready Reserve (IRR)/individual mobilization augmentee (IMA), the TCO provides DLAB test scores and testing dates to the Commander, ARPERCEN (ARPC–MOT–T), for inclusion in personnel files. For Troop Program Unit (TPU) personnel, the TCO forwards test results to the individual's unit for inclusion in personnel files at the Major U.S. Army Reserve Command (MUSARC) level.

3–7. Disposition of DLAB answer sheets

a. The personnel testing activity ensures that completed DLAB

answer sheets are double-wrapped and forwarded by certified or registered mail to the COMMANDANT, DLIFLC (ATTN TEST CONTROL OFFICER, ATFL–ESE–T), PRESIDIO OF MONTEREY CA 93944–5006. Servicing TCOs may consolidate DLAB answer sheets and forward them monthly.

b. Servicing TCOs maintain a record of test results for each individual tested in accordance with AR 611–5.

c. For ARNG personnel, the TCO forwards test scores to the individual's unit, which subsequently forwards them to the Personnel Services Branch at the State Adjutant General's Department for inclusion in personnel files.

Section III
Evaluation and Reevaluation of Linguist Proficiency

3–8. General
Language testing is given to Army members who have received foreign language training at Government expense, who claim knowledge of a foreign language as a result of civilian education, residence in a foreign country, or family usage, or whose records indicate previous language study.

3–9. Language proficiency tests
a. Language skills in listening, reading, and speaking comprehension are measured by various evaluation techniques and instruments. These include the DLPT I, II, III, and IV; the Defense Language Reading Proficiency Test (DLRPT); and the Interagency Oral Proficiency Interview. Available tests are listed by language in DA Pam 611–16.

b. Administer and score tests and handle answer sheets according to the Administration and Scoring Manual for each version of DLPT and DLRPT administered.

3–10. Initial evaluation
As an initial evaluation, individuals are given the DLPT for any language in which qualified or for which proficiency is claimed. For languages in which no printed or recorded tests exist, individuals will arrange oral interview tests according to paragraph 3–14 of this regulation, provided certified testers are available. Individuals to be given the DLPT are as follows:

a. Cadets at the U.S. Army Military Academy (USMA) upon completion of their senior year.

b. Officer personnel at basic branch courses or at their first duty station. Officer personnel who do not attend the basic branch course are tested at their initial duty assignment.

c. Enlistees for ACASP options requiring a determination of foreign language proficiency prior to enlistment.

d. Enlistees processing through the USARECBN who claim proficiency in a foreign language.

e. Individuals graduating from the DLIFLC or other military, civilian, or contract foreign language programs supported by Army funds.

f. Individuals completing a command language program course of study (other than Foreign Language Training Center, Europe (FLTCE); Summer Language Program (SLANG); and routine nonresident language training classes supported by Army funds).

g. Individuals requesting an initial evaluation upon completion of a self-study course (for example, night school, college, or home study).

h. Personnel whose records, evaluation reports, or other documents show a knowledge of a foreign language not recorded on their qualification records. This includes personnel applying for a language-dependent MOS or functional area.

i. Individuals not identified above who claim knowledge of a foreign language or languages.

j. USAR personnel, who will be evaluated annually.

3–11. Reevaluation
a. Reevaluation procedures.

(1) Annual reevaluation is mandatory for individuals, except general officers, who have been trained at Government expense (except for Headstart, Gateway, and independent personal nonresident programs).

(2) Soldiers requiring a language proficiency will be evaluated in their languages annually. Those who fail to meet the minimum proficiency standard (level 2—listening and level 2— speaking or reading) are given remedial language training and reevaluated with the DLPT every 6 months. If minimum (2/2) proficiency is not met within 1 year for soldiers possessing a category I or II language identifier, 2 years for soldiers possessing a category III language identifier, or 3 years for soldiers possessing a category IV language identifier, language qualification will be withdrawn and, if in a language-dependent MOS, reclassification will be initiated. Soldiers within the reenlistment window (8 months of expiration term of service—ETS) who fail to meet the standard may be extended in accordance with AR 601–280, paragraph 3–3*d*(8), to complete remedial training. If, upon completion of remedial training, a soldier fails to meet standards, the soldier may request reenlistment for retraining in another primary military occupational specialty (PMOS) only. Waiver of PMOS prerequisites for linguist MOSs may be granted by TAPC–EPL–M. Reserve Component personnel have the following time to achieve minimum proficiency (2/2) in their languages: 2 years for soldiers possessing a category I or II language identifier, 4 years for soldiers possessing a category III language identifier, and 6 years for soldiers possessing a category IV language identifier. Waivers for Reserve Component personnel are submitted through the chain of command to the appropriate waiver authority.

(3) Individuals with a language proficiency who were not trained at Government expense are encouraged to be reevaluated annually so that a current linguist file can be maintained.

(4) Procedures to identify and notify linguists requiring reevaluation are established by the—

(a) PSC for the Active Army.

(b) Commander, ARPERCEN, for USAR in coordination with the appropriate MACOM.

(c) DCSPER and U.S. Army Reserve Command (USARC) for USAR TPU members.

(d) The Personnel Services Branch at the State Adjutant General's Department or, in its absence, the individual's unit, for ARNG personnel.

b. Reevaluation during foreign language training. Soldiers attending formal language training are exempt from annual reevaluation in the language in which they are being trained for the duration of training.

(1) Soldiers must be certified proficient within the past 12 months in a foreign language for which the Department of Defense has a critical need. Orders authorizing FLPP are effective for not longer than 12 months from the evaluation date on the DA Form 330.

(2) Soldiers attending basic, refresher, intermediate or advanced language training courses sponsored by the Defense Language Institute (not unit language refresher training) are not to be tested on the DLPT of the language being trained until the training is completed. This restriction applies only for the language in which the soldier is currently being trained; previously authorized FLPP continues uninterrupted while the soldier is in training at the same rate. Soldiers who are proficient in more than one language still require recertification in the other languages if the DA Form 330 expires while the soldier is in training.

3–12. Retesting with the DLPT
a. Individuals who have completed significant training programs may be retested in less than 6 months from the last test date as an exception to policy. Exceptions for DLPT retesting must be submitted for approval to the Commander, PERSCOM (TAPC–PDE). If approved for retesting, 6 calendar months (for example, 16 April to 16 October) must elapse before any subsequent test. This requirement cannot be waived.

b. Requests for exception will document significant training. Normally, this training consists of at least 6 weeks of emersion training or 6 weeks (5 hours a day) of classroom training. A statement from the individual's commander giving the kind, purpose, and accomplishment that warrants retesting consideration will be included in the request.

c. The retesting date then becomes the date required for annual reevaluation according to paragraph 3–11*a* of this regulation.

Section IV
Interagency Oral Proficiency Interview

3–13. General
An oral proficiency interview is conducted with a DLIFLC-approved tester in the following circumstances:

a. When an individual claims proficiency in a language for which no printed or tape-recorded language proficiency test is available. (See DA Pam 611–16 for a list of all available tests.) Interviewers can assign a speaking proficiency level of 0 through 5 based on an oral interview. Because of the relationship between the speaking and listening skills, the speaking proficiency level score can also be awarded as the listening score.

b. When an individual who receives proficiency levels of 3 on all skills tested requests the option of attempting to increase his or her proficiency rating. These individuals will not have their scores lowered as a result of taking the oral interview. The purpose of the oral interview would be only to award higher proficiency levels. The interviewer can assign "L" and "S" ratings above 3. No procedure currently exists for awarding "R" ratings higher than 3 on the basis of an oral interview with the exception of DLIFLC.

3–14. Method for obtaining an oral interview
Arrangements for interviews can be made only by the TCO. For specific arrangements, the TCO should contact the Oral Proficiency Testing Office (ATFL–EST–L), Test Administration Branch, DLIFLC.

3–15. Reporting language proficiency derived from oral interview
The DLIFLC Oral Proficiency Testing Office reports the results of an oral interview to the requesting TCO, who completes and submits DA Form 330 or 330–E according to paragraphs 3–18 and 3–19 of this regulation.

3–16. Evaluation of proficiency when a DLIFLC-approved interviewer is unavailable
The TCO should contact the DLIFLC Oral Proficiency Testing Office for self-rating guidance and forms. The highest rating to be awarded in speaking on the basis of self-rating is 3. Self-rating does not allow for self-assessment of proficiency in the listening and reading skills.

Section V
Reporting Language Proficiency

3–17. Language Proficiency Questionnaire
DA Form 330 or 330–E is the sole-source document for all of the following:

a. Reporting foreign language proficiency.

b. Award and withdrawal of SQI "L."

c. Eligibility for FLPP.

d. Top-loading of the control language (CLANG) or language identification code (LIC) into the enlisted master file (EMF) by the Commander, PERSCOM (TAPC–EPL–M). (Note: A CLANG or LIC cannot be changed or updated through SIDPERS.)

3–18. Preparation
DA Form 330 is prepared for all Active Component (AC) and Reserve Component (RC) officers and enlisted personnel any time the DLPT or Interagency Oral Proficiency Test is administered. It is also used to report the results of self-rating according to paragraph

3–16 of this regulation. Individuals responsible for its preparation are specified in chapter 1.

3–19. Disposition
a. Copies 1 and 2 of DA Form 330 or 330–E for AC personnel are sent to the Commander, PERSCOM; copy 3 is retained in the individual's records.

(1) For enlisted personnel, the address is COMMANDER, PERSCOM (ATTN TAPC–EPL–M), 2461 EISENHOWER AVENUE, ALEXANDRIA VA 22331–0457.

(2) For officers, the address is COMMANDER, PERSCOM, 200 STOVALL STREET, ALEXANDRIA VA 22332–0406, with the applicable attention line as noted below:

(a) ATTN: TAPC–OPE–P (for IN, AR, FA, AV, SF, and AD).

(b) ATTN: TAPC–OPF–P (for CM, EN, MI, MP, and SC).

(c) ATTN: TAPC–OPG–P (for QM, TC, OD, FI, and AG).

(3) For officers not listed in paragraphs (2)*(a)* through *(c)* above, the address is COMMANDER, PERSCOM (ATTN TAPC–OPB–D), 200 STOVALL STREET, ALEXANDRIA VA 22332–0411.

(4) For warrant officers, the address is COMMANDER, PERSCOM (ATTN TAPC–OPW–D), 200 STOVALL STREET, ALEXANDRIA VA 22332–0406.

b. For USAR TPU personnel—

(1) Copy 1 is forwarded to the COMMANDER, ARPERCEN (ATTN ARPC–MOT–T), 9700 PAGE BOULEVARD, ST LOUIS MO 63132–5200.

(2) Copy 2 is forwarded to the COMMANDER, USARC (ATTN AFRC–INO), 3800 NORTH CAMP PARKWAY SW, ATLANTA GA 30331–5099, except for personnel assigned to U.S. Army Pacific Command (USARPAC). Copy 2 for USARPAC USAR TPU personnel is forwarded to the COMMANDER, USARPAC (ATTN APIN–PR), FORT SHAFTER HI 96858–5100.

(3) Copy 3 is retained in the individual's records.

c. For USAR IRR/IMA personnel, all copies of DA Form 330 or 330–E are forwarded to the COMMANDER, ARPERCEN (ARPC–MOT–T), 9700 PAGE BOULEVARD, ST LOUIS MO 63131–5200.

d. For ARNG personnel—

(1) Copy 1 is forwarded to the Personnel Services Branch at the State Adjutant General's Department.

(2) Copy 2 is forwarded to the CHIEF, NGB (ATTN NGB–ARP–C), 111 SOUTH GEORGE MASON DRIVE, ARLINGTON VA 22204–1382.

(3) Copy 3 is retained in the individual's records.

e. If an individual or an individual's unit is ordered to active duty for more than 180 days according to AR 135–200, AR 135–210, and/or AR 135–300, the personnel office of the first activity processing either the individual or the unit will comply with procedures in paragraph *a* above.

f. Servicing TCOs will maintain a record of test results according to AR 611–5 for each individual tested.

Section VI
Linguist Identification

3–20. General
It is essential that individuals possessing foreign language proficiency be adequately identified so their skills can be matched to Army linguist requirements. This becomes especially important during Army contingency operations requiring foreign language specialists. An individual is identified as a linguist when he or she obtains a minimum proficiency level of 2 in listening and 2 in either speaking or reading in any foreign language, regardless of how the proficiency was acquired. The exception to the level 2 proficiency requirement applies to individuals in career management field (CMF) 18, who attend the Special Operations Foreign Language Center and acquire a minimum proficiency level of 1.

3–21. Award of a language identification code
a. All individuals who enter the Army with a language capability

(other than English) or who obtain a language skill while on active duty, regardless of proficiency, are awarded the appropriate language identification code, or LIC, as follows—

(1) For commissioned officers, according to AR 611–101.

(2) For warrant officers, as part of their MOS codes according to AR 611–112 and DA Pam 600–11.

(3) For enlisted personnel, as part of their MOS codes according to AR 600–200 and AR 611–201.

b. Languages and corresponding LICs are listed in appendix B of this regulation and in AR 18–12–4.

c. Once awarded, the LIC is not removed from an individual's record. The LIC is maintained as a permanent entry to identify soldiers who qualify or have qualified in a foreign language.

3–22. Award and withdrawal of special qualification identifier (SQI) "L"

a. SQI "L" is awarded by local PSCs to all enlisted personnel who obtain a minimum proficiency level of 2 in listening and in either speaking or reading.

b. SQI "L" is withdrawn if an individual fails to meet the minimum proficiency level noted in paragraph *a* above or fails to meet the minimum qualification levels in the regulation specified in paragraph 3–21*a* of this regulation.

3–23. Failure of enlisted soldiers to meet minimum proficiency levels at Defense Language Institute (DLI) sponsored courses

a. The Troop Commander, DLI, has the authority to waive the minimum proficiency level requirements and graduate soldiers. However, this authority should be used on a limited basis and such actions coordinated with PERSCOM (TAPC–EPL–M).

b. Soldiers who do not meet course standards and for whom a waiver is not granted are disqualified for duty in language-dependent MOSs and must be reclassified.

c. Reclassification actions must be coordinated with and approved by PERSCOM (TAPC–EPL–M) to assure maximum utilization of acquired language skills.

Section VII
Control Language

3–24. General
The control language, or CLANG, identifies the enlisted soldier's primary foreign language for management and strength accountability purposes. It will be designated by the Commander, PERSCOM (TAPC–EPL–M), and appears as the eighth and ninth characters of the soldier's MOS code.

3–25. Designation
a. Individuals with only one language have that language designated as their CLANG.

b. Individuals with two or more languages have their CLANGs determined by TAPC–EPL–M and the appropriate career branch within PERSCOM.

c. The overriding factor in determining the CLANG is the Army's needs. Additional considerations include the—

(1) Soldier's language proficiency.

(2) Desires of the individual.

d. For enlisted personnel, the CLANG is entered into the SIDPERS personnel file (SPF) through a top of the system transaction. This is accomplished by the Commander, PERSCOM (TAPC–EPL–M), for active Army enlisted personnel, and by ARPERCEN (ARPC–MOT–T), for IRR/IMA personnel, upon receipt of DA Form 330 or 330–E.

Section VIII
Career Development

3–26. Enlisted personnel
Army enlisted linguist personnel are managed through the following three groups:

a. Personnel in language-dependent MOSs. Career development of these personnel will be ensured in training, assignment, and utilization directed by career branch managers and user unit commanders. These personnel will be assigned to duties that stress progressive acquisition and use of higher-level language skills. Intermediate and advanced language courses, when available, are routinely incorporated into their career progression. Language-dependent MOSs are as follows:

(1) 97E—Interrogator.

(2) 98G—Voice Interceptor.

(3) 97L—Translator/Interpreter (Reserve only). Army linguist proficiency standards for individuals in language-dependent MOSs are minimum ratings of level 2 in listening and level 2 in either reading or speaking. These standards are based on job performance requirements for duty in a linguist MOS; for 98G, the primary proficiency is listening and reading and for 97E, the primary proficiency is listening and speaking.

b. Personnel in non-language-dependent MOSs. These personnel, trained in a foreign language in preparation for a specific assignment, continue to be identified as linguist assets after their initial use and are routinely considered for subsequent linguist assignments. However, the attainment of a language skill should not block or hinder the individual's normal pattern for career development in his or her PMOS or CMF.

c. Personnel possessing a foreign language capability not received through Army-sponsored training. Utilization of personnel found by voluntary DLPT testing to meet routine language requirements depends on the overall needs of the Army and the individual's language proficiency and availability. The primary reason for identifying such individuals is for potential use in national emergencies or mobilization. Language capability normally does not influence career development within the PMOS or CMF.

3–27. Officer personnel
Officer linguist career development will continue to be based on confirmed requirements and be administered under the Officer Personnel Management System (OPMS) specialties or warrant officer MOSs. Officers in the Intelligence and Foreign Area Operations branches, in particular, should seek language training and use it as an important component of a well-balanced background.

Section IX
Utilization and Reutilization

3–28. Utilization
a. Upon completion of language training, individuals are assigned against the linguist authorizations for which they were trained. Commanders will ensure that these soldiers satisfy the linguist requirement for at least 1 year.

b. When requirements have been canceled, the individual will be assigned, when possible, to a position or area where the acquired language capabilities can be used.

c. Enlistment bonus and selective reenlistment bonus recipients are assigned against the MOS and language requirements for which the bonus was received. (See AR 601–280, chap 8.)

d. The utilization policy above will not be used as a basis for preventing enlisted personnel from applying for Officer Candidate School (OCS), applying for direct commission, or applying for appointment to warrant officer.

3–29. Reutilization
a. Enlisted personnel in language-dependent MOSs serve successive assignments against the language requirements for which they were trained. Assignments to positions not requiring a language must be approved by the COMMANDER, PERSCOM (ATTN TAPC–EPL–M), 2461 EISENHOWER AVENUE, ALEXANDRIA VA 22331–0457 for AC enlisted personnel and by the appropriate MUSARC for USAR personnel. ARNG personnel should refer to NGR 600–200 for specific guidance concerning reassignment restrictions.

b. Reutilization of enlisted personnel in non-language-dependent

MOSs and of officer linguists to fill language requirements is determined on a case-by-case basis, depending on the needs of the Army and the impact on the individual's professional development. While reutilization is less costly and improves the language proficiency of an individual, its effect on the Army's goal of developing sufficient qualified linguists to continually meet Army requirements must also be considered.

3–30. Application for linguist assignments (enlisted personnel)
Qualified personnel may apply for a linguist assignment by submitting DA Form 4187 (Personnel Action) through command channels to the COMMANDER, PERSCOM (ATTN TAPC–EPL–M), 2461 EISENHOWER AVENUE, ALEXANDRIA VA 22331–0457.

Chapter 4
Training

4–1. Resident foreign language training
The DLIFLC provides full-time language training for the Army. Most resident basic course instruction is conducted at the Presidio of Monterey, CA, but members of the Defense Attache System (DAS) and service personnel studying designated low-enrollment languages are trained in other Government or commercial facilities under the auspices of the DLIFLC's Washington, DC, office. Basic language courses at DLIFLC are designed to train to level 2 in listening, reading, and speaking skills.

4–2. Nonresident foreign language training
Nonresident foreign language programs are the responsibility of unit commanders. This training may include materials provided by Distance Education Training Division, DLIFLC, and other training materials/systems approved by the MACOM foreign language training manager.

4–3. Unit training (Command Language Programs)
a. Commanders at all levels whose unit mission accomplishment depends on the foreign language skills of assigned personnel will, as part of their Command Language Programs, establish on- and off-duty refresher maintenance training programs. Sufficient refresher and maintenance training time should be given in unit training programs to ensure that foreign language proficiency is maintained or enhanced. Commanders should not require individuals attending Command Language Programs to take the DLPT more than annually unless a situation warrants retesting.

b. Commanders at all levels whose mission accomplishment does not depend on language skills but who consider language training necessary for other reasons may also establish training programs.

4–4. Qualifications for DLIFLC training
To qualify for training at the DLIFLC, individuals must meet the following requirements:

a. All military personnel. Applicants must—
(1) Have successfully completed high school or general education development (GED) equivalent.
(2) Possess a qualifying DLAB score as defined in paragraph 3–3.
(3) Possess an interim or final SECRET security clearance.
(4) Have no major speech impediment that would cause language acquisition to be difficult or personally embarrassing.
(5) Possess a physical profile serial of 1 in the S factor (Psychiatric) and the minimum hearing acuity of 2 in each ear in the H factor (Hearing).
(6) Meet the height and weight standards in AR 600–9 or AR 40–501 for no prior service (NPS) personnel undergoing initial entry training (IET).
b. Military Intelligence linguists. When applying for intermediate or advanced language training, these individuals must meet language proficiency criteria specified in paragraph 3–4b(2).

c. Officers.
(1) Officers, except those in the Military Intelligence and Special Forces branches and in MOS 18A (Special Forces warrant officers), must have served at least 3 years in their branch or MOS (for warrant officers) in the active military service. This requirement may be waived by career division chiefs to meet valid requirements.
(2) ARNG and USAR officers must have enough time after language training to complete their incurred obligation without exceeding 20 years active Federal Service or RC retention criteria.
d. Enlisted personnel. Enlisted personnel must—
(1) Have a qualifying DLAB score according to paragraph 3–3
(2) Have completed basic and advanced individual training before entering a language course (except those enlisting for 97E and 98C linguist MOSs and MOS 98Gs receiving language training as a prerequisite for advanced individual training—AIT). Personnel undergoing basic or advanced individual training may submit applications for language training, provided the MOS for which they are being trained has linguist authorizations.
(3) Waive enlistment or reenlistment commitments. Those with enlistment or reenlistment commitments must agree to waive them according to AR 601–280, chapter 2.

4–5. Preparation and submission of DLIFLC training applications
a. Officers. Officers may show a general interest in DLIFLC training by regularly submitting DA Form 483 (Officer's Assignment Preference Statement). They may also submit applications for language training to the COMMANDER, PERSCOM (ATTN TAPC–OP–APPROPRIATE CAREER DIVISION), 200 STOVALL STREET, ALEXANDRIA VA 22331–0411, except as indicated in c and d below.
b. Enlisted personnel. Applications for DLIFLC training, to include DLAB scores, are prepared on DA Form 4187 and processed according to DA Pam 600–8. Forms are sent to the COMMANDER, PERSCOM (ATTN TAPC–EPL–M), 2461 EISENHOWER AVENUE, ALEXANDRIA VA 22331–0457.
c. Judge Advocate General's Corps officer personnel. These personnel send their applications to HQDA (DAJA–PT), WASH DC 20310.
d. Reserve Component personnel. These personnel submit their applications according to AR 135–200.

4–6. Individuals ineligible for resident language training
The following categories of personnel may not apply for resident language training:
a. Those serving on a service-remaining requirement based on prior training. They must first have served in the MOS for which trained for a period specified in AR 614–200.
b. Transient and patient personnel.
c. Individuals under courts-martial charges.
d. Individuals serving on stabilized assignments (unless the application for training is for a time after the stabilized assignment is terminated).
e. Enlisted personnel attending courses at Army Service Schools (unless training is in an MOS complemented by language training).
f. Personnel in overseas commands unless the course is scheduled to begin after the foreign service tour is completed.
g. Individuals being processed for discharge. (This does not apply to individuals reenlisting for their own vacancies.)
h. Officer and enlisted personnel who did not complete a DLIFLC course because of academic failure. (The Commander, PERSCOM (TAPC–EPL–M), has the authority to grant waivers on a case-by-case basis.)
i. Personnel whose records are under suspension of favorable personnel actions.
j. Personnel whose security clearances have been suspended or revoked (AR 604–5).

4–7. Selection for DLIFLC training
a. General. The selection of active Army personnel for language training is governed by projected worldwide requirements by MOS

and branch, grade, and language. Training requirements at the DLIFLC are filled, as much as possible, with volunteers. When volunteers are not available, the Commander, PERSCOM, makes selections for school attendance. The Commander, PERSCOM (TAPC–EPL–M), may waive standards for enlisted personnel to fulfill the needs of the Army.

b. Service obligation. Volunteers approved for language training at Government expense incur the following service obligation:

(1) Officers. Officers incur a service obligation computed from when a language course ends (according to AR 350–100) of 1 year for a course of 7 to 20 weeks, 2 years for a course of 21 to 33 weeks, and 3 years for courses longer than 33 weeks.

(a) Assignment orders contain the following statement: "Service obligation of 1, 2, or 3 years (whichever is applicable) incurred under the provisions of AR 350–100."

(b) The service obligation for language training does not apply to officers who were involuntarily ordered to language training.

(c) ARNG and USAR officers (on active duty or in Reserve status) who do not have sufficient service time remaining to meet the obligatory tour listed in   *(a)* above should request a service extension under AR 135–215. The application includes a statement of understanding of the service obligation incurred.

(2) Enlisted personnel.

(a) Enlisted personnel incur service remaining requirements computed from when the school course ends, according to AR 614–200. Personnel selected for language training for a special program must meet the service obligation of that program.

(b) Applicants who are qualified for language training but who do not have enough time remaining in the service must either extend or reenlist (AR 601–280). Extensions or reenlistments must take place prior to departing the current duty station or the individual will be deleted from assignment to the DLIFLC.

4–8. Duty status while attending DLIFLC training

a. Those selected for language training in courses of 20 weeks or more are assigned on a permanent change of station (PCS) as outlined below:

(1) When courses are conducted at the Presidio of Monterey, students are assigned to the TROOP COMMAND, DLIFLC, PRESIDIO OF MONTEREY CA 93944–5006. They must report for enrollment during normal duty hours on or before the report date specified on their orders.

(2) When courses are conducted under the auspices of the DLIFLC Washington Office, students are assigned to the HQ COMPANY, US ARMY GARRISON, FORT MYER VA 22211–5009. They must report for enrollment between 0800 and 1600 hours on the reporting date to the DLIFLC WASHINGTON OFFICE, CRYSTAL GATEWAY NORTH (SUITE 507), 1111 JEFFERSON DAVIS HIGHWAY, ARLINGTON VA 22202–4306.

(3) Officer attache trainees who receive language training at the Foreign Service Institute (FSI) are assigned to the US ARMY FIELD SUPPORT CENTER (ATTN IASV–P), FORT MEADE MD 20755.

b. Those selected for language training of less than 20 weeks are assigned temporary duty (TDY) en route to a new assignment or TDY and return to unit. Transmit records for TDY personnel according to AR 640–10.

4–9. Other educational institutions and commercial contractors

Non-DOD educational institutions and contractors may be used for language training when DOD assets are unavailable and when these alternatives best meet the overall needs of the Army.

Chapter 5
Linguist Readiness and Language Programming and Budgeting

5–1. Linguist readiness reporting
Unit commanders who are authorized linguists and who are required to report unit status according to AR 220–1 will include information on the unit's linguist posture in the unit status report. The narrative in the "remarks" column of the unit status report should describe aspects of the unit's linguist posture such as language mix on hand versus that authorized, linguist proficiency, and training programs. Where deficiencies exist, advise parent units, MACOMs, and monitoring HQDA Staff so corrective action can be taken.

5–2. Programming and budgeting
a. Army Force Structure Guidance, Army Strategic Capabilities Plans, the Joint Strategic Objective Plan, and all Unified Command operating plans (OPLANs) will delineate the required planning data for linguist mix to facilitate force sizing.

b. The development of linguist capabilities, particularly education and training support requirements, will be addressed through program objective memorandum (POM) or Program Analysis Resource Review (PARR) issues and reflected in MACOM Command Operating Budget Estimate (COBE) submissions.

Chapter 6
Foreign Language Proficiency Pay

Section I
General

6–1. Purpose
a. This chapter prescribes policy and guidance for the administration of Foreign Language Proficiency Pay (FLPP) for qualified members of the Active Army, Army National Guard, and U.S. Army Reserve.

b. FLPP is a monthly monetary incentive paid to officers, warrant officers, and enlisted personnel who qualify for and maintain the required proficiency in a designated foreign language.

c. The FLPP program is authorized under the provisions of section 316, title 37, United States Code (37 USC 316). It is administered according to DODI 7280.3 and chapter 19 of DOD 7000.14–R (volume 7, part A).

d. For the purpose of this chapter—

(1) A "critical language" is any foreign language designated by the Secretary as a required proficiency because of national defense considerations.

(2) "Language proficiency" is the level of proficiency a soldier possesses in a foreign language skill (listening, reading, and speaking).

6–2. FLPP program changes
a. Conditions. Languages or specialties recommended for FLPP must satisfy the conditions prescribed by this chapter.

b. Active Army. MACOM commanders may forward requests for administrative or policy changes to HQDA (DAPE–MPE–PD), WASHINGTON DC 20310–0300, with an information copy to HQDA (DAMI–PIT). Send requests for changes in proficiency levels to be paid or changes in the critical language list to HQDA (DAMI–PIT–L), WASHINGTON DC 20310–1001.

c. Reserve Components. Commanders may request changes to the FLPP program in their commands. Send requests through the NGB or OCAR to the appropriate HQDA staff identified in paragraph 6–3c. In addition—

(1) State Adjutant Generals may submit requests through the NGB (NGB–ARP–P).

(2) U.S. Army Forces Command (FORSCOM) and ARPERCEN may submit requests through OCAR (ARPC–OP–IP).

Section II
Policy

6–3. Criteria for individual soldier eligibility
A soldier is eligible to receive FLPP if all of the conditions listed below are met.

  a. Active Army. Soldiers should be—

  (1) On active duty and entitled to basic pay.

  (2) Certified proficient within the past 12 months in a foreign language for which the Department of Defense has a critical need (see fig 6–1 below for current critical languages).

  (3) Assigned to military duties requiring proficiency in the requisite language and performing the duties of the position. Exempt from the duty position requirement are soldiers who—

  (a) Have a PMOS in CMF 18, 37, 96, or 98 (enlisted soldiers only).

  (b) Have a MOS of 180A, 350L, 351B, 351C, 351E, 352C, or 352G (warrant officers only).

  (c) Have a branch code of 18 or functional area of 39, 47, or 48 (commissioned officers only).

  b. ARNG and USAR. Reserve Component personnel should be—

  (1) Serving as ARNG or USAR officers, warrant officers, or enlisted soldiers, entitled to receive basic pay when—

  (a) Attending regularly scheduled inactive duty training (IDT) assemblies as an assigned member of the ARNG, a USAR TPU, or the Control Group—Individual Mobilization Augmentation.

  (b) Serving on active duty for special work (ADSW), annual training (AT), active duty for training (ADT), temporary tour of active duty (TTAD), and Active Guard Reserve (AGR) duty for at least 1 day.

  (2) Proficient in a language designated by the SA (see fig 6–1 below).

  (3) Certified by the Army within the past 12 months as proficient in a designated foreign language.

  (4) Assigned to military duties requiring proficiency in the requisite language and performing the duties of the position. Exempt from the duty position requirement are soldiers who—

  (a) Have a PMOS in CMF 18, 37, 38, 96, or 98 (enlisted soldiers only).

  (b) Have a MOS of 180A, 350L, 351B, 351C, 351E, 352C, or 352G (warrant officers only).

  (c) Have a branch code of 18, 38 or functional area of 39, 47, or 48 (commissioned officers only).

  c. Eligibility determination. When eligibility, award, or termination of FLPP cannot be determined, forward the case with recommendations through command channels to—

  (1) COMMANDER, PERSCOM (ATTN TAPC–PLA–A), 200 STOVALL STREET, ALEXANDRIA VA 22332–0406, for Active Army soldiers.

  (2) Through Headquarters, Departments of the Army and Air Force, to NATIONAL GUARD BUREAU ANG READINESS CENTER (ATTN NGB–ARP–PE), 111 SOUTH GEORGE MASON DRIVE, ARLINGTON VA 22204–1382, for ARNG soldiers.

  (3) COMMANDER, ARPERCEN (ATTN ARPC–MOT–T), 9700 PAGE BOULEVARD, ST LOUIS MO 63132–5200, for USAR soldiers.

Category I

Afrikaans (AA)
Danish (DA)
Dutch (DU)
French (FR)
Haitian-Creole (HC)
Italian (JT)
  Sardinian (JK)
  Neapolitan (JM)
  Sicilian (JS)
Norwegian (NR)

Portuguese (PY)
  Brazilian (PQ)
  European (PT)
Spanish (QB)
  American (LA)
  Caribbean (QC)
  Castilian (SR)
  Creole (SS)
Swedish (SY)
Taki-Taki (TG)

Category II

German (GM)
Indonesian (JN)
Malay (ML)
Romanian/Rumanian (RQ)
  (includes Moldavian)

Category III

Albanian (AB)
Amharic (AC)
Armenian (AR)
Azerbaijani/Azeri (AX)
Bashkir (BP)
Basque (BQ)
Belorussian/Byelorussian (BL)
Bemba (BM)
Bengali/Bangla (BN)
Bikol/Bicol/Vicol (CG)
Bulgarian (BU)
Burmese (BY)
Cambodian/Khmer (CA)
Czech (CX)
Dari/Persian-Afghan/Persian-Dari (PG)
Divehi/Maldivian (DV)
Estonian (ES)
Farsi/Persian-Farsi (PF)
Finnish (FJ)
Georgian (GG)
Greek (GR)
Hausa (HS)
Hebrew (HE)
Hindi (HJ)
Hungarian (HU)
Ilocan (JL)
Kachin (KH)
Karen (KC)
Kazakh (KE)
Kinyarwanda (KL)
Kirghiz/Kirgiz (KM)
Kurdish (KU)
Lahu (LM)
Laotian/Lao (LC)
Latvian (LE)
Lingala/Ngala (LJ)
Lithuanian (LT)
Macedonian (MA)
Malagasy (MG)
Maranao (LY)
Miskito (NM)
Mongolian (MV)
Nepali/Nepalese (NE)

Nyanja/Chinyanja (NY)
Ossetic (QS)
Pampangan (QV)
Polish (PL)
Punjabi (PJ)
Pushtu/Pashto (PU)
Rade/Rhade (RH)
Russian (RU)
Serbo-Croatian (SC)
Shan (SF)
Shona (SH)
Singhalese/Sinhalese (SJ)
Slovak (SK)
Slovenian (SL)
Somali (SM)
Swahili (SW)
Taik/Tadjik/Tadzhik (TB)
Tagalog/Filipino/Pilipino (TA)
Tamil (TC)
Tatar (TM)
Telegu/Telugu (TE)
Thai (TH)
Tibetan (TJ)
Tigrinya (TL)
Turkish (TU)
Turkmen/Turkoman (UB)
Uighur (UJ)
Ukrainian (UK)
Urdu (UR)
Uzbek (UX)
Vietnamese (VN)
    Central (VC)
    Hanoi (VN)
    Saigon (VS)
Visayan (VY)
    Cebuano (VB)
    Hiligaynon (VH)
WA (WV)
Xhosa (WH)
Yoruba (YQ)
Zulu (XU)

Category IV

Arabic (AZ)
    Algerian (AM)
    Egyptian (AE)
    Gulf
        Iraqi (DG)
        Libyan (AL)
        Modern Standard (AD)
        Moroccan (BS)
        Saudi (AN)
        Sudanese (AV)
        Syrian (AP)
        Tunisian (BW)
        Yemeni-Adeni (AU)
Chinese (CZ)
    Cantonese (CC)
    Cha'o Chou/Swatow (YE)
    Fuchow/North Min (CQ)
    Fukienese/Min (CF)
    Hakka (CH)
    Mandarin-Yunnanese (CM)

    South Min (CD)
    Wu (CS)
Japanese (JA)
Korean (KP)

Figure 6-1. Critical languages grouped by LDC

6–4. Amount of payment

a. FLPP may be paid in addition to any other pay or allowance to which the soldier is entitled.

b. FLPP payment levels are as follows:

(1) FLPP–1=$25;

(2) FLPP–2=$50;

(3) FLPP–3=$75; and

(4) FLPP–4=$100.

c. The amount of FLPP may not exceed the maximum monthly level of $100.

d. FLPP is computed based on a 30–day month. Entitlement accrues from the authorization date through the day before the effective date of the termination order. FLPP is prorated for that portion of the month in which entitlement starts or ends.

e. When service is performed in an IDT status, each regularly scheduled IDT assembly that a soldier attends entitles eligible soldiers to a prorated amount equal to 1/30th of the monthly authorized FLPP level.

f. For service lasting less than a month (ADSW, AT, ADT, or TTAD), a soldier is entitled to a daily prorated amount equal to 1/30th of the monthly authorized level.

6–5. Determination of FLPP level

a. FLPP payment levels are based on proficiency ratings in listening, reading, and/or speaking, and on the difficulty of the language.

b. Proficiency ratings are determined from the raw or converted scores resulting from the Defense Language Proficiency Tests I, II, III, and IV in table 6–1 at the end of this chapter or from results of the Interagency Oral Proficiency Interview.

c. Figure 6–1 will be used to determine the language difficulty category (LDC) for which FLPP is be paid.

d. FLPP payment levels are determined using proficiency ratings and language difficulty categories according to table 6–2 at the end of this chapter.

e. Additive FLPP payments may be awarded to qualifying soldiers, provided the total amount does not exceed $100. These soldiers must be accounted for separately on Active Army installation and MACOM feeder reports and on ARNG and USAR reports. Qualifying soldiers are those who are certified proficient in multiple designated foreign languages (but not multiple dialects of the same basic language) and who meet the requirements of paragraph 6–3 of this regulation.

6–6. FLPP recipient report requirements (RCS CSGPA–1747)

Monthly reports prepared in the format outlined in table 6–3 at the end of this chapter are sent to the HQDA agency as specified. Consolidated MACOM reports (to include negative reports) are to arrive at the HQDA agency not later than 15 days after the last day of the reported month.

a. MACOMs will forward reports on Active Army soldiers to the COMMANDER, PERSCOM (ATTN TAPC–PLT–A), 200 STOVALL STREET, ALEXANDRIA VA 22332–0406.

b. State Adjutants General will forward reports on ARNG soldiers through Headquarters, Departments of the Army and Air Force, and through the NATIONAL GUARD BUREAU ANG READINESS CENTER (ATTN NGB–ARP–PE), 111 SOUTH GEORGE MASON DRIVE, ARLINGTON VA 22204–1382 to the COMMANDER, PERSCOM (ATTN TAPC–PLA–T), 200 STOVALL STREET, ALEXANDRIA VA 22332–0406.

c. Army commands falling within the USAR will forward reports on USAR soldiers through the COMMANDER, ARPERCEN

(ATTN ARPC–MOT–T), 9700 PAGE BOULEVARD, ST LOUIS MO 63132–5200 to the COMMANDER, PERSCOM (ATTN TAPC–PLA–T), 200 STOVALL STREET, ALEXANDRIA VA 22332–0406.

6–7. Utilization
Soldiers receiving FLPP who are not in exempted MOSs, FAs, or branches will be utilized in positions requiring the language proficiency. Such utilization ensures that the Army is properly paying the incentive and helping the soldier to maintain proficiency in the language.

Section III
Reserve Components

6–8. Orders for ARNG and USAR procedures
a. Order format 330 (AR 600–8–105) is issued to start, terminate, change, and reinstate FLPP award levels for ARNG and USAR soldiers. A single order is used to award each higher rate of pay, with the appropriate effective dates indicated.

b. FLPP orders being issued for a soldier ordered to ADSW, ADT, or TTAD will reflect start and termination dates that coincide with the tour orders. These orders are not required for TPU soldiers for whom FLPP orders have already been issued.

c. Commands authorized to issue ADSW, AT, ADT, or TTAD orders are the orders issuing authorities for FLPP orders.

d. The authorized FLPP level (see para 6–4b) is shown on all FLPP orders.

6–9. Recommendations to terminate, change, or reinstate FLPP for ARNG and USAR soldiers
a. Recommendations for termination, change of award level, or reinstatement of FLPP for ARNG and USAR soldiers are originated by the unit commander and sent through the soldier to the orders issuing authority. If the termination is for a reason other than the soldier's having failed to qualify by means of the DLPT, the recommendation must include the justification (for example, being assigned to a nonlanguage position).

b. The soldier will attach a statement to the correspondence acknowledging that he or she—

(1) Has read the correspondence;

(2) Understands the nature of the action;

(3) If notified of termination, understands the effective date of termination;

(4) Has received a copy of the basic correspondence; and

(5) Does or does not wish to submit statements on his or her behalf.

c. The approving authority for termination, change, or reinstatement of FLPP for Reserve Component soldiers is the issuing authority of the original FLPP order.

6–10. Termination of FLPP to ARNG and USAR soldiers
FLPP is terminated when a soldier—

a. No longer meets all of the requirements for continued entitlement noted in paragraph 6–3b.

b. Is released from assignment or attachment to the duty position that required the language proficiency or is not performing the military duties of the position, except when—

(1) Attending courses of instruction which are related directly to, or are necessary for, continued FLPP qualification;

(2) Attending a course of instruction in a new military specialty authorized to receive FLPP and reclassification is determined to be in the best interest of the Army;

(3) Serving on an IDT or AGR status and performing temporary or special duties not exceeding 90 days;

(4) Serving on AGR status and on authorized leave. This includes leave taken between assignments qualifying for FLPP.

c. Is serving in IDT status and is declared an unsatisfactory participant according to AR 135–91.

d. Completes the specified term of ADSW, ADT, TTAD, or is released from AGR status.

6–11. Reinstatement
An ARNG or USAR soldier terminated according to paragraph 6–10 may be reinstated immediately upon satisfying the eligibility requirements of paragraph 6–3b.

Section IV
Active Army

6–12. Rules for processing requests for FLPP or changes of award level
a. Orders will reflect that FLPP is effective for not longer than 12 months from the evaluation (test) date (block 10) on the DA Form 330.

b. For soldiers completing initial entry training, FLPP becomes effective upon arrival at the first permanent duty station following the MOS-producing school. For example, a soldier in MOS 98G is issued orders authorizing FLPP upon arrival at his or her first unit assignment after completion of AIT. The effective date is the day of arrival at the PCS assignment.

c. Recommendation by the commander for a change of award level will contain justification and be sent through the soldier to the approving authority.

6–13. Processing requests for FLPP or change of award level
Table 6–4 at the end of the chapter contains the procedures required for awarding or changing of the FLPP level.

Section V
Program Maintenance

6–14. Maintaining the FLPP program
To maintain the FLPP program—

a. Monitor Military Personnel (MILPER) messages and letters for changes to the FLPP program.

b. Initiate actions at the installation level to determine soldier eligibility and issue orders for soldiers occupying FLPP positions.

6–15. Procedures for maintaining the FLPP program
Table 6–5 at the end of the chapter contains the procedures required for maintaining the FLPP program.

6–16. Terminating or reinstating FLPP
a. The date of termination or reinstatement is based on the actual date that the soldier was removed or reinstated.

b. Entitlement to FLPP is terminated when a soldier no longer meets all of the requirements for continued entitlement according to paragraph 6–3a.

c. FLPP is terminated when a soldier is released from an assignment or duty position requiring language proficiency or is not performing the military duties of the position, except when—

(1)

(2) Attending courses of instruction related directly to or necessary for continued FLPP qualification.

(3) Attending a course in another critical language determined to be in the best interest of the Army.

(4) In an inpatient or in-transit status.

(5) On authorized leave to include transit between FLPP assignments.

d. See paragraph 3–11b(2) for exemptions related to soldiers attending DLI-sponsored courses.

6–17. Steps for commanders terminating or reinstating FLPP
Table 6–6 at the end of this chapter contains procedures required for terminating or reinstating FLPP.

Table 6–1
Proficiency ratings

DLPT I		DLPT II/III/IV and DLRPT	
Raw score	Proficiency rating	Raw score	Proficiency rating
1–20	0	1–24	0
21–23	0+	25–29	0+
24–29	1	30–35	1
30–35	1+	36–39	1+
36–42	2	40–45	2
43–48	2+	46–49	2+
49–60	3	50–100	3

Notes:

[1] In languages for which only DLPT I and II are available, soldiers are tested only in listening and reading.

[2] DLPT III and IV add a taped, spoken component to the testing system. However, for FLPP qualification, the spoken portion of DLPT III and IV is waived until otherwise directed. However, even though only the listening and reading portions are required for FLPP qualification, soldiers may be administered the spoken component if they request it. TCOs should have already received DLPT III and IV. Forward information regarding procedures for ordering to the Army Personnel Test Program manager at the following address: COMMANDER, PERSCOM (ATTN TAPC–PDE), 2461 EISENHOWER AVENUE, ALEXANDRIA VA 22331–0472 (telephone: DSN 221–2830 or commercial (703) 325–2830).

[3] Procedures for ordering DLPTs are contained in DA Pam 611–16. Further guidance is available from the Army Personnel Test Program Manager at the above address. A list of currently available tests with their formats and component numbers are issued to all TCOs via message and updates of DA Pam 611–16. Implementation of new tests and availability of their components are announced by electric message or DA circular.

[4] The DLRPT is available in the following languages: Amharic, Haitian-Creole, Hausa, and Hindu. FLPP eligibility is determined on the basis of that one skill only.

[5] The telephonic verbal proficiency test is used to determine FLPP for languages in which no DLPT exists. FLPP eligibility is determined on the basis of speaking proficiency only, even if the test is taken in person and a reading score is given. TCOs can arrange for telephonic verbal testing in these languages by contacting the Language Proficiency Testing Branch at DLIFLC in Monterey, CA (telephone: DSN 878–5505/5228 or commercial (408) 647–5505/5228).

[6] Telephonic verbal proficiency testing with DLIFLC is used to determine a proficiency level greater than 3. TCOs must contact the Language Proficiency Testing Branch at DLIFLC as noted above.

[7] Soldiers who are due annual reevaluation but are assigned to a foreign country where U.S. Army testing support is not provided are tested prior to departure from the losing command. Testing is administered according to AR 611–5, paragraph 3–9. Soldiers who are currently in a foreign country or on short-notice deployment where testing facilities are not available can have their commanders and/or supervisors recertify their current proficiency in lieu of the DLPT. Document recertification on DA Form 4187 with the following annotation: "The commander/supervisor certifies that the recipient can perform his/her linguistic duties in a satisfactory manner and is proficient at a level consistent with the FLPP rate for the previous year." The DA Form 4187 is forwarded to the appropriate record custodian for issuance of orders to authorize FLPP. Orders authorizing FLPP are effective for not longer than 12 months from the evaluation date on the DA Form 330. Soldiers must be recertified using DLPT as soon as practicable and in all cases within 60 days after return to their permanent duty station.

[8] See paragraph 3–11b(2) of this regulation for exemptions related to soldiers attending DLI-sponsored courses.

Table 6–2
FLPP payment levels

Proficiency rating			Language difficulty category			
Listening	Speaking	Reading	I	II	III	IV
1	1+	1+	N/A	N/A	N/A	N/A
2	2	2	FLPP–1	FLPP–2	FLPP–2	FLPP–3
2+	2+	2+	FLPP–2	FLPP–3	FLPP–3	FLPP–4
3	3	3	FLPP–3	FLPP–4	FLPP–4	FLPP–4

Notes:

[1] The lower of the proficiency ratings received in reading and/or listening is used to determine the FLPP level. The speaking portion of the DLPT, if taken, will not be used for FLPP determination. (Example: A soldier possessing LDC III and proficiency ratings of 2+ (listening), 2 (speaking), and 3 (reading) would be awarded FLPP–3.)

Table 6–3
Sample FLPP recipient reporting format

Reporting Command: TRADOC   Reporting Date: AUG 94
Category: (officer, warrant officer, enlisted)

LIC	MOS	FLPP–1	FLPP–2	FLPP–3	FLPP–4
GM	98G	0	20	6	3
GM	98K	0	1	0	2
HE	97E	0	1	0	2
KP	97E	0	0	1	2
TOTAL	—	0	22	7	9

Table 6–4
Steps for awarding or changing the FLPP level

Step	Work center	Required action
1	Battalion S1 (BnS1)	Prepare application (DA Form 4187) for unit commander's signature. Verify eligibility.
2	BnS1	If soldier is in an authorized LIC position (see para 6–3a(3) of this regulation for exceptions), obtain commander's approval and process SIDPERS position number change (POSN) transaction procedure 2–22 (DA Pam 600–8–1).
3	BnS1	Obtain battalion commander's approval. Prepare RFO on DA Form 2446 (Request for Orders).
4	Strength management (SGMT)/administrative services	Verify request using DA Form 330. a. Upon receiving DA Form 330, determine whether current (termination date is 12 months from the evaluation date—block 10) and if soldier meets other criteria. b. Determine proficiency rating/FLPP level/award amount. c. Place FLPP level/award amount and date forwarded to HQDA in the remarks section, block 11, of DA Form 330. (Example: FLPP–2/$50, forwarded HQDA 12/25/89.) d. If distribution has not been made, distribute DA Form 330 as follows: copies 1 and 2 to Commander, PERSCOM (TAPC–EPL–M),for enlisted personnel and to TAPC–OP (appropriate branch according to para 3–19a of this regulation) for officersž forward copy 3 to records for inclusion in the soldier's records.
5	SMGT/administrative services	Prepare orders (order format 330, AR 600–8–105) and distribute as follows: 2 copies—FAO, 1 copy—records, 1 copy—BnS1, 1 copy—soldier, and 1 copy—file.
6	SMGT/administrative services	Process SIDPERS special qualification identifier (SQI) transaction if "L" not in PMOS. (See procedure 2–75, DA Pam 600–8–2.)
7	Unit	Ensure soldier is utilized in position authorized for FLPP (see para 6–3a(3) of this regulation for exceptions).

Table 6–5
Steps for maintaining the FLPP program

Step	Work center	Required action
1	SMGT/administrative services	Maintain current records and suspense system on designated FLPP positions and personnel receiving FLPP.
2	SMGT/administrative services	Receive annual DA Form 330 from TCO for each eligible soldier. a. Determine FLPP rate/award amount to place on orders. b. Place FLPP rate/award amount and date forwarded to HQDA in remarks section, block 11, of DA Form 330. c. Distribute DA Form 330 as follows: copies 1 and 2 to Commander, PERSCOM (TAPC–EPL–M), for enlisted personnel and to TAPC–OP (appropriate branch according to para 3–19a of this regulation) for officers; forward copy 3 to records for inclusion in the soldier's records.
3	SMGT/administrative services	Process SIDPERS SQI transaction if "L" not in PMOS. (See procedure 2–75 in DA Pam 600–8–2.)
4	SMGT/administrative services	Prepare orders (order format 330, AR 600–8–105) and distribute as follows: 2 copies—FAO, 1 copy—Records, 1 copy—BnS1, 1 copy—soldier, and 1 copy—file.
6	SMGT/administrative services	Maintain current roster of FLPP recipients and payment rates.

Table 6–6
Steps for terminating or reinstating FLPP

Step	Work center	Required action
1	Unit	Determine whether soldier qualified for reinstatement.
2	BnS1	Prepare recommendation for unit commander's signature to terminate or reinstate FLPP.
3	BnS1	Prepare letter of acknowledgment that soldier— a. Has read letter of recommendation. b. Understands nature of action. c. Understands effective date of termination or reinstatement. d. Has received copy of recommendation. e. Does or does not desire to submit statements in his or her behalf. (Distribution: 2 copies—FAO, 1 copy—SGMT, 1 copy—soldier, and 1 copy—file.)
4	BnS1	Obtain battalion commander's approval. Prepare RFO on DA Form 2446).
5	SMGT/administrative services	Prepare orders (order format 330, AR 600–8–105). a. FLPP may be reinstated by revoking termination orders. b. Applicable FLPP rate/award amount will be used on all orders.

Table 6–6
Steps for terminating or reinstating FLPP—Continued

Step	Work center	Required action
6	SMGT/administrative services	Process SIDPERS SQI transaction to remove or replace "L" in PMOS if new DLPT scores are below the 1/1 SQI "L" proficiency standard. (See procedure 2–75, DA Pam 600–8–2.)
7	SGMT/administrative services	Receive record and update DA Form 330. 　　a. Remove or place FLPP rate/award amount (Example: FLPP–2/$50) in remarks section on DA Form 330 or 330–E. 　　b. Ensure current DA Form 330 has been forwarded to Commander, PERSCOM (TAPC–EPL–M), for enlisted personnel and to TAPC–0P (appropriate branch according to para 3–19*a* of this regulation) for officers.
8	BnS1	Process SIDPERS POSN transaction. (See procedure 2–22 in DA Pam 600–8–1.)
9	Unit	Ensure soldier is utilized in position authorized for FLPP (see para 6–3*a*(3) for exceptions).

Appendix A
References

Section I
Required Publications

AR 40–501
Standard of Medical Fitness. (Cited in 4–4*a*(6).)

AR 135–91
Service Obligations, Methods of Fulfillment, Participation Requirements, and Enforced Procedures. (Cited in para 6–10*c*.)

AR 350–10
Management of Individual Training Requirements and Resources. (Cited in paragraph 1–4*f*(2).)

AR 350–20
Management of the Defense Language Program. (Cited in para 1–4*n*(3).)

AR 350–100
Officer Active Duty Service Obligations. (Cited in paras 4–7*b*(1) and 4–7*b*(1)*(a)*.)

AR 608–8–105
Military Orders. (Cited in para 6–8*a* and tables 6–4 through 6–6.)

AR 600–9
The Army Weight Control Program. (Cited in para 4–4*a*(6).)

AR 601–280
Total Army Retention Program. (Cited in paras 3–11*a*(2), 3–28*c*, 4–4*d*(3), and 4–7*b*(2)*(b)*).

AR 611–201
Enlisted Career Management Fields and Military Occupational Specialties. (Cited in paras 1–4*r*(2)*(b)* and 3–21*a*(3).)

AR 614–200
Selection of Enlisted Soldiers for Training and Assignment. (Cited in paras 2–2*b* and 4–7*b*(2)*(a)*.)

Section II
Related Publications

AR 11–2
Management Control

AR 18–12–4
Catalog of Standard Data Elements and Codes—Personnel

AR 135–200
Active Duty for Training, Annual Training and Active Duty Special Work of Individual Soldiers

AR 135–210
Order to Active Duty as Individuals During Peacetime

AR 135–215
Officer Periods of Service on Active Duty

AR 135–300
Mobilization of Reserve Component Units and Individuals

AR 220–1
Unit Status Reporting

AR 600–8
Military Personnel Management

AR 600–200
Enlisted Personnel Management System

AR 601–210
Regular Army and Army Reserve Enlistment Program

AR 601–270
Military Entrance and Processing Stations

AR 604–5
Personnel Security Clearance, Department of the Army Personnel Security Program Regulation

AR 611–5
Army Personnel Selections and Classification Testing

AR 611–101
Commissioned Officer Classification System

AR 611–112
Manual of Warrant Officer Military Occupational Specialties

AR 612–201
Processing, Control, and Distribution of Personnel at U.S. Army Reception Battalions and Training Centers

AR 614–185
Requisitions and Assignment Instructions for Officers

AR 614–200
Selection of Enlisted Soldiers for Training and Assignment

AR 640–2–1
Personnel Qualification Records

AR 640–10
Individual Military Personnel Records

AR 680–5
Direct Exchange of Personnel Data Between PERSCOM and the SIDPERS

DA 611–series circulars
Personnel Selection and Classification

DA Pam 600–8
Management and Administration Procedures

DA Pam 600–8–1
Standard Installation/Division Personnel System (SIDPERS) Battalion S1 Level Procedures

DA Pam 600–8–2
Standard Installation/Division Personnel System (SIDPERS) Personnel Service Center Level Procedures

DA Pam 600–11
Warrant Officer Professional Development

DA Pam 611–16
Handbook of Army Personnel Tests

DOD 7000.14–R (volume 7, part A)
DOD Financial Management Regulation (DOD Military Pay and Allowances Entitlements Manual)

DODI 7280.3

Special Pay for Foreign Language Proficiency. (This publication may be obtained from either the Defense Technical Information Center (DTIC), telephone: 703–274–7633, under accession number ADA–272933 or from the National Technical Information Service (NTIS), telephone: 703–487–4650, under accession number PB90–193913.)

NGR 600–200

Enlisted Personnel Management. (This publication may be obtained from the National Guard Bureau (NGB–AD–PD), Camp Keys, Augusta ME 04333–0032, telephone: DSN 476–4245.)

37 USC 316

Pay Allowances of the Uniformed Services. (Consult your local installation staff judge advocate office for reference availability.)

Section III
Prescribed Forms

DA Form 330/DA Form 330–E

Language Proficiency Questionnaire. (Prescribed in para 1–4o(4).)

Section IV
Referenced Forms

DA Form 483

Officer's Assignment Preference Statement

DA Form 2446

Request for Orders

DA Form 4187

Personnel Action

DD Form 1966 series

Appendix B
Language Identity

Languages are listed alphabetically by language in table B-1 and by code in table B-2.

Table B–1
Alphabetical listing by language

Language: Achinese (Also Atjehnese)
Code: AF

Language: Acholi
Code: AH

Language: Adigey
Code: AG

Language: Afrikaans
Code: AA

Language: Afro-Asian (Language is identifiable as Afro-Asian, other then Semitic, but cannot be classified further, or language is a minor member of the Afro-Asian family and has not been assigned an individual code.)
Code: TZ

Language: Akan (Includes Twi and Fante)
Code: FB

Language: Akha (See Lolo)
Code: —

Language: Akposso
Code: BC

Language: Albanian
Code: AB

Table B–1
Alphabetical listing by language—Continued

Language: Amashi
Code: CR

Language: Amharic
Code: AC

Language: Amoy (See Chinese-Amoy)
Code: —

Language: Annamese (See Vietnamese-Hanoi)
Code: —

Language: Anyi-Baule (See Baule)
Code: —

Language: Arabic (Language is identifiable as an Arabic dialect but cannot be classified further, or language is a minor Arabic dialect and has not been assigned an individual code.)
Code: AZ

Language: Arabic-Classical (Dead language)
Code: AJ

Language: Arabic-Eastern
Code: QE

Language: Arabic-Egyptian
Code: AE

Language: Arabic-Gulf (Arabic spoken in NE Saudi Arabia (to include Riyedah), United Arab emirates, Qatar, Bahrain, Kuwait, Oman, Iraq, and Southern Iran. Includes previous Arabic-Saudi and Arabic-Iraqui.)
Code: DG

Language: Arabic-Jordanian
Code: AK

Language: Arabic-Lebanese
Code: AQ

Language: Arabic Libyan
Code: AL

Language: Arabic-Malghreb (Arabic spoken in Morocco, Algeria, Tunisia, Western Libya (to include Tripoli), and Sub-Sahara Maghrebi. Includes previous Arabic-Moroccan, Arabic-Tunisian, Arabic-Libyan, and Arabic-Maghrebic.)
Code: AM

Language: Arabic-Modern Standard (Written language only. Used for all Arabic dialects.)
Code: AD

Language: Arabic-Moroccan
Code: BS

Language: Arabic-Peninsula (Arabic spoken in Saudi Arabia (Less NE sector), Yemen (Sana) and Yemen (Aden). Includes previous Arabic Saudi, and Arabic Yemeni.)

Language: Arabic-Sudanese (Includes Sudanese)
Code: AV

Language: Arabic-Syrian (Arabic spoken in Syria, Jordan, Lebanon, Israel, and Palestinian Realms. Includes previous Arabic Sytian, Arabic Jordanian and Arabic Lebanese.)
Code: AP

Language: Arabic-Tunisian
Code: BW

Language: Arabic-Western
Code: QW

Language: Arabic-Yemeni
Code: AU

Language: Aramic
Code: AT

Language: Armenian (Includes Armenian-East and Armenian-West)

Code: AR

Language: Armenian-East (See Armenian)
Code: —

Language: Armenian-West (See Armenian)
Code: —

Language: Assamese
Code: AS

Language: Atjehnese (See Achinese)
Code: —

Language: Avar
Code: AW

Language: Aymara
Code: AY

Language: Azerbaijani (Also Azeri)
Code: AX

Language: Azeri (See Azerbaijani)
Code: —

Language: Bahnar
Code: BB

Language: Bakweri
Code: BK

Language: Balinese
Code: BD

Language: Baltic (Language is identifiable as a member of the Baltic branch but cannot be classified further, or language is a minor member of the Baltic branch and has not been assigned an individual code.)
Code: WZ

Language: Baluchi
Code: BT

Language: Bambara (See Mandingo-Bambara)
Code: —

Language: Bamilike
Code: BJ

Language: Bantu (Language is identifiable as a member of the Bantu group but cannot be classified further, or language is a minor member of the Bantu group and has not been assigned an individual code.)
Code: BZ

Language: Bashkir
Code: BP

Language: Basque
Code: BQ

Language: Bassa (Cameroons)
Code: EC

Language: Bassa-Kru
Code: BG

Language: Batak
Code: BF

Language: Baule (Includes Anyi-Baule)
Code: BH

Language: Bedawiye (See Beja)
Code: —

Language: Beja (Also Bedawiye)
Code: BE

Language: Belorussian (Also Russian-White)
Code: BL

Language: Bemba

Code: BM

Language: Bengali
Code: BN

Language: Berber (Includes Berber-Tamazigt, Tamazigt, Berber-Tashelhit and Berber-Zenatiya)
Code: BR

Language: Berber-Tamazigt (See Berber)
Code: —

Language: Berber-Tashelhit (See Berber)
Code: —

Language: Berber-Zenatiya (See Berber)
Code: —

Language: Bicol (Also Vicol and Bikol)
Code: CG

Language: Bihari
Code: BV

Language: Bini
Code: CU

Language: Bisayan (See Visayan)
Code: —

Language: Breton
Code: BX

Language: Buginese-Makassarese
Code: CE

Language: Bulgarian
Code: BU

Language: Bulu (See Fang)
Code: —

Language: Burmese
Code: BY

Language: Cambodian (Includes Khmer)
Code: CA

Language: Canarese (See Kanarese)
Code: —

Language: Catalan
Code: CB

Language: Chamorro (See Guamanian)
Code: —

Language: Chechen
Code: CK

Language: Chinese (Includes Standard Chinese. Language is identifiable as a Chinese dialect but cannot be classified further, or is a minor Chinese dialect and has not been assigned an individual code.)
Code: CZ

Language: Chinese-Amoy (Includes Amoy)
Code: —

Language: Chinese-Anhwei
Code: CN

Language: Chinese-Cantonese (Includes Yueh)
Code: CC

Language: Chinese-Chuang (See T'ung)
Code: —

Language: Chinese-Fuchow (Includes North Min)
Code: CQ

Language: Chinese-Fukienese (Includes Min)
Code: CF

Table B–1
Alphabetical listing by language—Continued

Language: Chinese-Hakka
Code: CH

Language: Chinese-Kuo-Yu (See Chinese-Mandarin)
Code: —

Language: Chinese-Mandarin (Includes Chinese-Kuo-Yu and Hsiang. Used to designate written language for all Chinese dialects)
Code: CM

Language: Chinese-Swatow (See South Min)
Code: —

Language: Chinese-Toishan (Includes Taishan and Toysan)
Code: CT

Language: Chinese-Wu (Includes Shanghai)
Code: CS

Language: Ching-P'o (See Kachin)
Code: —

Language: Chokwe (Includes Cokwe and Kioko)
Code: CY

Language: Chuana (See Tswana)
Code: —

Language: Chuang (See T'ung)
Code: —

Language: Chukchi (Includes Luoravetlan and Chukot)
Code: CV

Language: Cokwe (See Chokwe)
Code: —

Language: Continental Eurasian (Language is identifiable belonging to a geographic area that includes the Arctic Islands, Durile Islands, Sakhalin Islands, and Continental Eurasia north and east of line White Sea, Dvina and Volga Rivers, Black Sea, Caucasus, Caspian Sea, Carpathians Karakorum Desert, Amu Darya, Pamirs, Karakorum Mountain, Himalayas, and South-east borders of China, but cannot be classified further, or language is a minor language within the described area and has not been assigned an individual code.)
Code: JZ

Language: Creole (See Haitian-Creole or Spanish-Creole)
Code: —

Language: Croatian (See Serbo-Croatian)
Code: —

Language: Czech
Code: CZ

Language: Danish
Code: DA

Language: Dinka
Code: DJ

Language: Dioula (See Mandingo-Dioula)
Code: —

Language: Duala
Code: DL

Language: Dutch
Code: DU

Language: Dutch-Creole
Code: DW

Language: Dyerma-Songhai (Includes Songhai)
Code: DB

Language: E De (See Rhade)
Code: —

Language: Efik (Also Fi)

Table B–1
Alphabetical listing by language—Continued

Code: EF

Language: English
Code: EN

Language: Eskimo
Code: EK

Language: Esperanto (Artificial language)
Code: EL

Language: Estonian
Code: ES

Language: Ewe
Code: EW

Language: Ewondo (Includes Yaunde)
Code: EX

Language: Fana (Includes Fanagalo)
Code: GX

Language: Fanagalo (See Fana)
Code: —

Language: Fang (Also Bulu or Fang-Bulu)
Code: FA

Language: Fang-Bula (See Fang)
Code: —

Language: Fante (See Akan)
Code: —

Language: Faroese
Code: FD

Language: Farsi (See Persian)
Code: —

Language: Fi (See Efik)
Code: —

Language: Fijian
Code: FG

Language: Finnish
Code: FJ

Language: Flemish
Code: FL

Language: Fon
Code: FQ

Language: Formosan
Code: FM

Language: French
Code: FR

Language: French-Creole (See Haitian-Creole)
Code: —

Language: Frisian
Code: FE

Language: Fulani
Code: FV

Language: Ga
Code: GB

Language: Gaelic
Code: GL

Language: Galla (Includes Oromo)
Code: GA

Language: Ganda (See Luganda)
Code: —

Language: Georgian
Code: GG

Language: German
Code: GM

Language: German-Bavarian
Code: GT

Language: German-Swiss
Code: GS

Language: Germanic (Language is identifiable as a member of the Germanic sub-family but cannot be further classified, or language is minor member of the Germanic sub-family and has not been assigned an individual code.)
Code: MZ

Language: Gerze (See Kpelle)
Code: —

Language: Gondi
Code: GQ

Language: Greek-Ancient
Code: YG

Language: Greek-Modern
Code: GR

Language: Greek-New Testament (Dead language.)
Code: GE

Language: Guamanian (Includes Chamorro)
Code: CJ

Language: Guarani
Code: GU

Language: Guerze (See Kpelle)
Code: —

Language: Gujarati
Code: GW

Language: Haitian-Creole (Includes French-Creole and Martinique-Creole)
Code: HC

Language: Hausa
Code: HS

Language: Hawaiian
Code: HA

Language: Hebrew
Code: HE

Language: Hebrew-Ancient
Code: YH

Language: Herero
Code: HR

Language: Hiligaynon (See Visayan)
Code: —

Language: Hindi
Code: HJ

Language: Hindustani
Code: HN

Language: Hsiang (See Chinese Mandarin)
Code: —

Language: Hungarian
Code: HU

Language: I (See Lolo)
Code: —

Language: Iban

Code: JD

Language: Ibanag
Code: JE

Language: Ibo (Includes Igbo)
Code: JB

Language: Icelandic
Code: JC

Language: Igbo (See Ibo)
Code: —

Language: Ijaw (Includes Ijo)
Code: JJ

Language: Ila-Tonga
Code: JF

Language: Ilocano
Code: JL

Language: Indic (Language is identifiable as a member of the Indic branch but cannot be further classified, or language is a minor member of the Indic branch and has not been assigned an individual code.)
Code: QZ

Language: Indo-European (Language is identifiable as a member of the Indo-European family, other than Germanic, Romance, Baltic, Slavic, or Indic, but cannot be further classified, or language is a minor member of the Indo-European family other than those listed and has not been assigned an individual code.)
Code: RZ

Language: Indonesian
Code: JN

Language: Irish
Code: GF

Language: Italian
Code: JT

Language: Italian-Neapolitan
Code: JM

Language: Italian-Sardinian (Includes Sardinian)
Code: JK

Language: Italian-Sicilian
Code: JS

Language: Japanese
Code: JA

Language: Jarai
Code: JR

Language: Javanese
Code: JV

Language: Jingpaw (See Kachin)
Code: —

Language: Kabre (Includes Kotokoli and Tem)
Code: KT

Language: Kabyle
Code: KY

Language: Kachin (Includes Ching-P'o, Jingpaw, Shantou, and Singho)
Code: KH

Language: Kambatta
Code: JG

Language: Kanarese (Also Canarese, includes Kannada)
Code: KA

Language: Kanembu (See Kanuri)
Code: —

Language: Kannada (See Kanarese)
Code: —

Language: Kanuri (Includes Kanembu)
Code: JH

Language: Karachai-Balkhar
Code: DC

Language: Karen
Code: KC

Language: Kashmiri
Code: KB

Language: Kashube (See Kashubian)
Code: —

Language: Kashubian (Also Kashube and Kaszub)
Code: KR

Language: Kaszub (See Kashubian)
Code: —

Language: Kazakh
Code: KE

Language: Khalkha-Mongol (See Mongolian)
Code: —

Language: Kherwari (Includes Ho, Mundari, and Santocli)
Code: KD

Language: Khmer (See Cambodian)
Code: —

Language: Kikongo (Includes Kongo)
Code: KG

Language: Kikuyu
Code: KJ

Language: Kimbundu (Includes Ndongo)
Code: KK

Language: Kinyarwanda
Code: KL

Language: Kioko (See Chokwe)
Code: —

Language: Kirghiz
Code: KM

Language: Kirundi (Includes Rundi)
Code: KF

Language: Kissi
Language: Kituba (Also Monokituba and Munukutuba)
Code: KN

Language: Kongo (See Kilkongo)
Code: —

Language: Konkanis
Code: KO

Language: Korean
Code: KP

Language: Kotokoli (See Kabre)
Code: —

Language: Kpelle (Includes Gerze and Guerze)
Code: KV

Language: Krio
Code: KW

Language: Kru (See Bassa-Kru)
Code: —

Language: Kuo-Yu (See Chinese-Mandarin)

Code: —

Language: Kurdish
Code: KU

Language: Kurukh
Code: KX

Language: Kusaie
Code: QR

Language: Ladino
Code: LD

Language: Lahnda
Code: LN

Language: Lamba
Code: LL

Language: Landsmal
Code: LR

Language: Language Family (Language is identifiable as a member of a language family other than Indo-European, Afro-Asian, or Sino-Tibetan, but cannot be further classified, or language is a minor member of a language family other than those listed and has not been assigned an individual code.)
Code: VZ

Language: Lao (Also Laotian)
Code: LC

Language: Laotian (See Lao)
Code: —

Language: Lapp
Code: LP

Language: Latin
Code: YL

Language: Latvian (Includes Lettish)
Code: LE

Language: Lettish (Includes Latvian)
Code: —

Language: Lingala (Includes Ngala)
Code: LJ

Language: Lisu
Code: LB

Language: Lithuanian
Code: LT

Language: Lolo (Includes Akha, I, Nesu, Nosu, and Yi)
Code: LF

Language: Loma
Code: LV

Language: Lomongo (Includes Lunkundu)
Code: LG

Language: Luba Kasai (Also Tshiluba)
Code: LK

Language: Luba Katanga
Code: LO

Language: Luganda (Includes Ganda)
Code: LS

Language: Lunda
Code: LM

Language: Luo
Code: LU

Language: Luoravetland (See Chukchi)

Code: —

Language: Lusatian (See Wendish)
Code: —

Language: Macedonian
Code: MA

Language: Madurese
Code: MD

Language: Makua
Code: MJ

Language: Malagasy
Code: MG

Language: Malay
Code: ML

Language: Malayalam
Code: MN

Language: Maldivian (See Singhalese)
Code: —

Language: Malinke (See Mandingo-Malinke)
Code: —

Language: Maltese
Code: MP

Language: Mandingo-Bambara (Also Bambara)
Code: BA

Language: Mandingo-Dioula (Includes Mindingo, Dioula, and Mandio)
Code: MB

Language: Mandingo-Malinke (Also Malinke)
Code: MO

Language: Mandio (See Mandingo-Dioula)
Code: —

Language: Maori
Code: ME

Language: Marathi
Code: MR

Language: Marshalese
Code: MM

Language: Martinique-Creole (See Haitian-Creole)
Code: —

Language: Masai
Code: MS

Language: Maya
Code: MF

Language: Mbundu (See Umbundu)
Code: —

Language: Mende
Code: MT

Language: Meo (See Miao-Yao)
Code: —

Language: Miao-Yao (also Meo)
Code: MC

Language: Min (See Chinese-Fukienese)
Code: —

Language: Minangkabau
Code: MU

Language: Mindingo (See Mandingo-Dioula)
Code: —

Language: Moldavian (See Romanian)
Code: —

Language: Mole (See Mossi)
Code: —

Language: Mongolian (Includes Khalkha-Mongol)
Code: MV

Language: Monokituba (See Kituba)
Code: —

Language: Mordvin
Code: MW

Language: More (See Mossi)
Code: —

Language: Moro
Code: MH

Language: Mossi (Includes Mole and More)
Code: MY

Language: Mpongwe
Code: DD

Language: Munukutuba (See Kituba)
Code: —

Language: Muong
Code: MX

Language: Ndebele (Includes Sindebele)
Code: ND

Language: Ndongo (See Kimbundu)
Code: —

Language: Nepalese
Code: NE

Language: Nesu (See Lolo)
Code: —

Language: Ngala (See Lingala)
Code: —

Language: Niue
Code: NB

Language: North African, Middle East, and Southwest Asian (Language is identifiable with a geographic area including Turkey, Iran, and Afghanistan but cannot be further classified, or language is a minor language of described area and has not been assigned an individual code.)
Code: HZ

Language: North American (Language is identifiable with a geographic area including Greenland and the Aleutian Islands but excluding Mexico. It cannot be further classified, or language is a minor language of the described area and has not been assigned an individual code. This data item relates principally to Indian Languages.)
Code: DZ

Language: North Min (See Chinese-Fuchow)
Code: —

Language: Norwegian
Code: NR

Language: Nosu (See Lolo)
Code: —

Language: Nubian
Code: NV

Language: Nyamwezi (See Sukuma)
Code: —

Language: Nyanja

Code: NY

Language: Nyoro
Code: NX

Language: Okinawan (See Ryukyuan)
Code: —

Language: Oriya
Code: OA

Language: Oromo (See Galla)
Code: —

Language: Ossetic
Code: OS

Language: Otetela
Code: OT

Language: Pacific Islands (Language is identifiable with a geographic area, including Australia and Japan, but cannot be further classified, or language is a minor language of the described area and has not been assigned an individual code.)
Code: LZ

Language: Pahari
Code: PH

Language: Palauan
Code: PD

Language: Pampangan
Code: QV

Language: Pangasinan
Code: PN

Language: Papiamento
Code: PA

Language: Papuan
Code: PP

Language: Pashto (See Pushtu)
Code: —

Language: Persian (Includes Farsi)
Code: PF

Language: Persian-Afghan
Code: PG

Language: Pidgin English
Code: PM

Language: Polish
Code: PL

Language: Ponapean
Code: PC

Language: Portuguese (Language is identifiable as a Portuguese dialect but cannot be further classified, or language is a minor Portuguese dialect and has not been assigned an individual code.)
Code: PY

Language: Portuguese-Brazilian
Code: PO

Language: Portuguese-European
Code: PT

Language: Provencal
Code: PR

Language: Punjabi
Code: PJ

Language: Pushtu (Also Pashto)
Code: PU

Language: Pushtu-Afghan

Code: PV

Language: Pushtu-Peshawari
Code: PW

Language: Quechua
Code: QU

Language: Rajasthani
Code: RA

Language: Rhade (Includes E De)
Code: RH

Language: Rhaeto-Romance (Includes Romansh)
Code: RC

Language: Romance (Language is identifiable as a member of the Romance group but cannot be further classified, or language is a minor member of the Romance group and has not been assigned an individual code.)
Code: NZ

Language: Romanian (Includes Moldavian)
Code: RQ

Language: Romansh (See Rhaeto-Romance)
Code: —

Language: Romany
Code: RM

Language: Rundi
Code: RN

Language: Russian
Code: RU

Language: Russian-White (See Belorussian)
Code: —

Language: Ruthenian
Code: RT

Language: Ryukyuan (Includes Okinawan)
Code: RY

Language: Samoan
Code: SA

Language: Sango
Code: SB

Language: Santali
Code: RB

Language: Sara
Code: SE

Language: Sardinian (See Italian-Sardinian)
Code: —

Language: Scotch-Gaelic
Code: GN

Language: Sedan (See Sedang)
Code: —

Language: Sedang (Includes Sedan)
Code: SO

Language: Semitic (Language is identifiable as a member of the Semitic sub-family but cannot be further classified, or language is a minor member of the Semitic sub-family and has not been assigned an individual code.)
Code: SZ

Language: Sena
Code: RF

Language: Serbian (See Serbo-Croatian)
Code: —

Language: Serbo-Croatian (Includes Crotian and Serbian)
Code: SC

Language: Serer
Code: SV

Language: Sesuto (See Sotho)
Code: —

Language: Shan
Code: SF

Language: Shanghai (See Chinese-Wu)
Code: —

Language: Shantou (See Kachin)
Code: —

Language: Shluh
Code: SG

Language: Shona
Code: SH

Language: Siamese (See Thai)
Code: —

Language: Sidamo
Code: RD

Language: Sindebele (See Ndebele)
Code: —

Language: Sindhi
Code: SD

Language: Singhalese (Includes Maldivian)
Code: SJ

Language: Singhpo (See Kachin)
Code: —

Language: Sino-Tibetan (Language is identifiable as a member of the Sino-Tibetan family but cannot be further classified, or language is a minor member of the Sino-Tibetan family and has not been assigned an individual code.)
Code: UZ

Language: Slavic (Language is identifiable as a member of the Slavic branch but cannot be further classified, or language is a minor member of the Slavic branch and has not been assigned an individual code.)
Code: PZ

Language: Slovak
Code: SK

Language: Slovenian
Code: SL

Language: Somali
Code: SM

Language: Songhai (See Dyerma-Songhai)
Code: —

Language: Soninke
Code: SN

Language: Sorbian (See Wendish)
Code: —

Language: Sotho (Includes Sesuto)
Code: SP

Language: South-American (Language is identifiable as belonging to a geographic area, including Mexico and the Caribbean Islands, but cannot be further classified, or language is a minor language of the described area and has not been assigned an individual code.)
Code: EZ

Language: South-Asian (Language is identifiable as belonging to a geographic area which includes the Indian sub-continent, Southeast

Asia to the Straits of Malacca and the South China Sea, but cannot be further classified, or language is a minor language of the described area and has not been assigned an individual code.)
Code: KZ

Language: South-Min (Includes Chinese-Amoy and Chinese-Swatow. Language is identifiable as a Chinese dialect but cannot be further classified, or language is a minor Chinese dialect and has not been assigned an individual code.)
Code: CD

Language: Spanish (Language is identifiable as a Spanish dialect but cannot be further classified, or language is a minor Spanish dialect and has not been assigned an individual code.)
Code: QB

Language: Spanish-American
Code: LA

Language: Spanish-Caribbean
Code: OC

Language: Spanish-Castilian
Code: SR

Language: Spanish-Creole
Code: SS

Language: Sub-Saharan African (Language is identifiable as belonging to a geographic area which includes Africa, offshore islands which are south of 20 degrees North Latitude, and Madagascar, but cannot be further classified, or language is a minor language of the described area and has not been assigned an individual code.)
Code: GZ

Language: Sudanese (See Arabic-Sudanese)
Code: —

Language: Sukuma (Includes Nyamwezi)
Code: ST

Language: Sundanese
Code: DE

Language: Susu
Code: SU

Language: Swahili
Code: SW

Language: Swati
Code: SX

Language: Swedish
Code: SY

Language: Syriac (Liturgical form of Aramaic)
Code: DF

Language: Tadjik (Also spelled Tajik)
Code: TB

Language: Tagalog
Code: TA

Language: Tahitian
Code: TD

Language: Taishan (See Chinese-Toishan)
Code: —

Language: Tajik (See Tadjik)
Code: —

Language: Taki-Taki (Includes Ningre-Tongo)
Code: TG

Language: Tamachek (Includes Taureg)
Code: TT

Language: Tamil

Code: TC

Language: Tapachula
Code: TK

Language: Tatar
Code: TM

Language: Telugu
Code: TE

Language: Tem (See Kabre)
Code: —

Language: Temne
Code: TF

Language: Thai (Includes Siamese)
Code: TH

Language: Tibetan
Code: TJ

Language: Tigre
Code: TN

Language: Tigrinya
Code: TL

Language: Tonga (Includes Tumbuka and Zambian)
Code: UC

Language: Toysan (See Chinese-Toishan)
Code: —

Language: Trukese
Code: TO

Language: Tshiluba (See Luba Kasai)
Code: —

Language: Tsonga
Code: TP

Language: Tswa
Code: TR

Language: Tswana (Includes Chuana)
Code: TS

Language: Tuareg (See Tamachek)
Code: —

Language: Tulu
Code: TV

Language: Tumbuka (See Tonga)
Code: —

Language: T'ung (Includes Chinese-Chuang and Cuang)
Code: CW

Language: Tungusu
Code: TY

Language: Tupi
Code: UA

Language: Turkish
Code: TU

Language: Turkmen (See Turkoman)
Code: —

Language: Turkoman (Includes Turkmen)
Code: UB

Language: Twi (See Akan)
Code: —

Language: Uighur
Code: UJ

Language: Ukranian
Code: UK

Language: Umbundu (Also Mbundu)
Code: UM

Language: Urdu
Code: UR

Language: Uzbek
Code: UX

Language: Vai
Code: VA

Language: Vicol (See Bicol)
Code: —

Language: Vietnamese-Central
Code: VC

Language: Vietnamese-Hanoi (Also Annamese. Used to designate written languages for all Vietnamese dialects.)
Code: VN

Language: Vietnamese-Saigon
Code: VS

Language: Visayan (Also Bisayan. Includes Hiligaynon, Visayan-Cebuano, Visayan-Hiligaynon and Visayan-Samaran.)
Code: VY

Language: Visayan-Cebuano (See Visayan)
Code: —

Language: Visayan-Hiligaynon (See Visayan)
Code: —

Language: Visayan-Samaran (See Visayan)
Code: —

Language: Volapuk (Artificial language based mainly on English)
Code: VQ

Language: Walamo
Code: WA

Language: Warsaw Pact (RC only. Language group is an un-waiverable consolidation of AB, BU, CX, GM, HU, PL, RQ, and RU.)
Code: WP

Language: Welsh
Code: WE

Language: Wendish (Also Lusatian and Sobian)
Code: WB

Language: Wescos
Code: WS

Language: West European (Language is identifiable as belonging to a geographic area which includes Iceland, Spitzbergen, and Europe to the Bosphorous, Volga, and Divina Rivers and the White Sea but cannot be further classified, or language is a minor language of the described area and has not been assigned an individual code.)
Code: FZ

Language: Wolof
Code: WQ

Language: Xhosa
Code: WH

Language: Yakut
Code: YA

Language: Yao (China, Thailand, and Laos)
Code: YC

Language: Yao (Malawi, Mozambique, and Africa)
Code: YB

Table B–1
Alphabetical listing by language—Continued

Language: Yappese
Code: YP

Language: Yaunde (See Eondo)
Code: —

Language: Yi (See Lolo)
Code: —

Language: Yiddish
Code: YJ

Language: Yoruba
Code: YO

Language: Yueh (See Chinese-Cantonese)
Code: —

Language: Zambian (See Tonga)
Code: —

Language: Zenaga
Code: XA

Language: Zerba
Code: XE

Language: Zulu
Code: XU

Table B–2
Alphabetical listing by code

Code: AA
Language: Afrikaans

Code: AB
Language: Albanian

Code: AC
Language: Amharic

Code: AD
Language: Arabic-Modern Standard

Code: AE
Language: Arabic-Egyptian

Code: AF
Language: Achinese (Also Atjehnese)

Code: AG
Language: Adigey

Code: AH
Language: Acholi

Code: AJ
Language: Arabic-Classical

Code: AK
Language: Arabic-Jordanian

Code: AL
Language: Arabic-Libyan

Code: AM
Language: Arabic-Maghrebi

Code: AN
Language: Arabic-Saudi

Code: AP
Language: Arabic-Syrian

Code: AQ
Language: Arabic-Lebanese

Code: AR
Language: Armenian

Table B–2
Alphabetical listing by code—Continued

Code: AS
Language: Assamese

Code: AT
Language: Aramic

Code: AU
Language: Arabic-Yemeni

Code: AV
Language: Arabic-Sudanese (Includes Sudanese)

Code: AW
Language: Avar

Code: AX
Language: Azerbaijani (Also Azeri)

Code: AY
Language: Aymara

Code: AZ
Language: Arabic

Code: BA
Language: Mandingo-Bambara (Also Bambara)

Code: BB
Language: Bahnar

Code: BC
Language: Akposso

Code: BD
Language: Balinese

Code: BE
Language: Beja (Also Bedawiye)

Code: BF
Language: Batak

Code: BG
Language: Bassa-Kru (Also Kru)

Code: BH
Language: Baule (Includes Anyi-Baule)

Code: BJ
Language: Bamilike

Code: BK
Language: Bakweri

Code: BL
Language: Belorussian (Also Russian-White)

Code: BM
Language: Bemba

Code: BN
Language: Bengali

Code: BP
Language: Bashkir

Code: BQ
Language: Basque

Code: BR
Language: Berber (Includes Berber-Tamazigt, Berber Tashelhit, and Berber-Zenatiya)

Code: BS
Language: Arabic-Moroccan

Code: BT
Language: Baluchi

Code: BU
Language: Bulgarian

Code: BV

Language: Bihari

Code: BW
Language: Arabic-Tunisian

Code: BX
Language: Breton

Code: BY
Language: Burmese

Code: BZ
Language: Bantu

Code: CA
Language: Cambodian

Code: CB
Language: Catalan

Code: CC
Language: Chinese-Cantonese (Includes Yueh)

Code: CD
Language: South Min (Includes Chinese-Amoy and Chinese-Swatow)

Code: CE
Language: Buginese-Makassarese

Code: CF
Language: Chinese-Fukienese (Includes North-Min)

Code: CG
Language: Bicol (Also Vicol and Bikol)

Code: CH
Language: Chinese-Hakka

Code: CJ
Language: Guamanian (Includes Chamorro)

Code: CK
Language: Chechen

Code: CM
Language: Chinese-Mandarian (Includes Chinese-Kuo-Yu and Hsiang)

Code: CN
Language: Chinese-Anhwei

Code: CQ
Language: Chinese-Fuchow (Includes North-Min)

Code: CR
Language: Amashi

Code: CS
Language: Chinese-Wu (Includes Shaghai)

Code: CT
Language: Chinese-Toishan (Includes Taishan and Toysan)

Code: CU
Language: Bini

Code: CV
Language: Chukchi (Also Chukot and Luoravetlan)

Code: CW
Language: T'ung (Includes Chinese-Chuang and Chuang)

Code: CX
Language: Czech

Code: CY
Language: Chokwe (Includes Cokwe and Kioko)

Code: CZ
Language: Chinese

Code: DA
Language: Danish

Code: DB
Language: Dyerma-Songhai (Includes Songhai)

Code: DC
Language: Karachai-Balkhar

Code: DD
Language: Mpongwe

Code: DE
Language: Sundanese

Code: DF
Language: Syriac

Code: DG
Language: Arabic-Iraqi

Code: DJ
Language: Dinka

Code: DL
Language: Duala

Code: DU
Language: Dutch

Code: DW
Language: Dutch-Creole

Code: DZ
Language: North American

Code: EC
Language: Bassa

Code: EF
Language: Efik (Also Fi)

Code: EK
Language: Eskimo

Code: EL
Language: Esperanto

Code: EN
Language: English

Code: ES
Language: Estonian

Code: EW
Language: Ewe

Code: EX
Language: Ewondo (Includes Yaunde)

Code: EZ
Language: South American

Code: FA
Language: Fang (Also Bulu or Fang-Bulu)

Code: FB
Language: Akan

Code: FD
Language: Faroese

Code: FE
Language: Frisian

Code: FG
Language: Fijian

Code: FJ
Language: Finnish

Code: FL
Language: Flemish

Code: FM

Language: Formosan

Code: FQ
Language: Fon

Code: FR
Language: French

Code: FV
Language: Fulani

Code: FZ
Language: West European

Code: GA
Language: Galla (Includes Oromo)

Code: GB
Language: Ga

Code: GE
Language: Greek (New Testament)

Code: GF
Language: Irish

Code: GG
Language: Georgian

Code: GL
Language: Gaelic

Code: GM
Language: German

Code: GN
Language: Scotch-Gaelic

Code: GQ
Language: Gondi

Code: GR
Language: Greek (Modern)

Code: GS
Language: German-Swiss

Code: GT
Language: German-Bavarian

Code: GU
Language: Guarani

Code: GW
Language: Gujarati

Code: GX
Language: Fana (Includes Fanagalo)

Code: GZ
Language: Sub-Saharan African

Code: HA
Language: Hawaiian

Code: HC
Language: Haitian-Creole (Includes French-Creole and Martinique-Creole)

Code: HE
Language: Hebrew (Modern)

Code: HJ
Language: Hindi

Code: HN
Language: Hindustani

Code: HR
Language: Herero

Code: HS

Language: Hausa

Code: HU
Language: Hungarian

Code: HZ
Language: North African, Middle East, and Southwest Asian

Code: JA
Language: Japanese

Code: JB
Language: Ibo (Includes Igbo)

Code: JC
Language: Icelandic

Code: JD
Language: Iban

Code: JE
Language: Ibanag

Code: JF
Language: Ila-Tonga

Code: JG
Language: Kambatta

Code: JH
Language: Kanuri (Includes Kanembu)

Code: JJ
Language: Ijaw

Code: JK
Language: Italian-Sardinian (Includes Sardinian)

Code: JL
Language: Illocano

Code: JM
Language: Italian-Neapolitan

Code: JN
Language: Indonesian

Code: JR
Language: Jarai

Code: JS
Language: Italian-Sicilian

Code: JT
Language: Italian

Code: JV
Language: Javanese

Code: JZ
Language: Continental Eurasian

Code: KA
Language: Kanarese (Also Canarese, includes Kannada)

Code: KB
Language: Kashmiri

Code: KC
Language: Karen

Code: KD
Language: Kherwari

Code: KE
Language: Kazakh

Code: KF
Language: Kirundi

Code: KG
Language: Kikongo (Includes Kongo)

Code: KH
Language: Kachin (Includes Ching-P'o, Jingpaw, Shantow, and Singhpo)

Code: KJ
Language: Kikuyu

Code: KK
Language: Kimbundu (Includes Ndongo)

Code: KL
Language: Kinyarwanda

Code: KM
Language: Kirghiz

Code: KN
Language: Kituba (Also Monokituba and Munukutuba)

Code: KP
Language: Korean

Code: KQ
Language: Konkanis

Code: KR
Language: Kashubian (Also Kashube and Kaszub)

Code: KS
Language: Kissi

Code: KT
Language: Kabre (Includes Kotokoli and Tem)

Code: KU
Language: Kurdish

Code: KV
Language: Kpelle (Includes Gerze and Guerze)

Code: KW
Language: Krio

Code: KX
Language: Kurukh

Code: KY
Language: Kabyle

Code: KZ
Language: South Asian

Code: LA
Language: Spanish-American

Code: LB
Language: Lisu

Code: LC
Language: Lao (Also Laotian)

Code: LD
Language: Ladino

Code: LE
Language: Latvian (Includes Lettish)

Code: LF
Language: Lolo (Includes Akha, I, Nesu, Nosu, and Yi)

Code: LG
Language: Lomongo

Code: LJ
Language: Lingala (Includes Nagala)

Code: LK
Language: Luba Kasai (also Tshiluba)

Code: LL
Language: Lamba

Code: LM

Language: Lunda

Code: LN
Language: Lahnda

Code: LP
Language: Lapp

Code: LQ
Language: Luba Katanga

Code: LR
Language: Landsmal

Code: LS
Language: Luganda (Includes Ganda)

Code: LT
Language: Lithuanian

Code: LU
Language: Luo

Code: LV
Language: Loma

Code: LZ
Language: Pacific Islands

Code: MA
Language: Macedonian

Code: MB
Language: Mandingo-Dioula (Includes Mindingo, Dioula, and Mandio)

Code: MC
Language: Miao-Yao (Includes Meo)

Code: MD
Language: Madurese

Code: ME
Language: Maori

Code: MF
Language: Maya

Code: MG
Language: Malagasy

Code: MH
Language: Moro

Code: MJ
Language: Makua

Code: ML
Language: Malay

Code: MM
Language: Marshalese

Code: MN
Language: Malayalam

Code: MP
Language: Maltese

Code: MQ
Language: Mandingo-Malinke (Also Malinke)

Code: MR
Language: Marathi

Code: MS
Language: Masai

Code: MT
Language: Mende

Code: MU
Language: Minangkabau

Code: MV
Language: Mongolian (Includes Khalkha-Mongol)

Code: MW
Language: Mordvin

Code: MX
Language: Muong

Code: MY
Language: Mosi (Includes Mole and More)

Code: MZ
Language: Germanic

Code: NB
Language: Niue

Code: ND
Language: Ndebele (Includes Sindebele)

Code: NE
Language: Nepalese

Code: NR
Language: Norwegian

Code: NV
Language: Nubian

Code: NX
Language: Nyoro

Code: NY
Language: Nyanja

Code: NZ
Language: Romance

Code: PA
Language: Papiamento

Code: PC
Language: Ponapean

Code: PD
Language: Palauan

Code: PF
Language: Persian (Includes Farsi)

Code: PG
Language: Persian-Afghan

Code: PH
Language: Pahari

Code: PJ
Language: Punjabi

Code: PL
Language: Polish

Code: PM
Language: Pidgin English

Code: PN
Language: Pangasinan

Code: PP
Language: Papuan

Code: PQ
Language: Portuguese-Brazilian

Code: PR
Language: Provencal

Code: PT
Language: Portuguese-European

Code: PU

Language: Pushtu (Also Pashto)

Code: PV
Language: Pushtu-Afghan

Code: PW
Language: Pushtu-Peshawari

Code: PY
Language: Portuguese

Code: PZ
Language: Slavic

Code: QA
Language: Oriya

Code: QB
Language: Spanish

Code: QC
Language: Spanish-Caribbean

Code: QE
Language: Arabic (Eastern)

Code: QR
Language: Kusaie

Code: QS
Language: Ossetic

Code: QT
Language: Otetela

Code: QU
Language: Quechua

Code: QV
Language: Pampangan

Code: QW
Language: Arabic (Western)

Code: QZ
Language: Indic

Code: RA
Language: Rajasthani

Code: RB
Language: Santali

Code: RC
Language: Rhaeto-Romance (Includes Romansh)

Code: RD
Language: Sidamo

Code: RF
Language: Sena

Code: RH
Language: Rhade (Includes E De)

Code: RM
Language: Romany

Code: RN
Language: Rundi

Code: RQ
Language: Romanian (Includes Moldavian)

Code: RT
Language: Ruthenian

Code: RU
Language: Russian

Code: RY
Language: Ryukyuan (Includes Okinawan)

Code: RZ
Language: Indo-European

Code: SA
Language: Samoan

Code: SB
Language: Sango

Code: SC
Language: Serbo-Croatian (Includes Croatian and Serbian)

Code: SD
Language: Sindhi

Code: SE
Language: Sara

Code: SF
Language: Shan

Code: SG
Language: Shluh

Code: SH
Language: Shona

Code: SJ
Language: Singhalese (Includes Maldivian)

Code: SK
Language: Slovak

Code: SL
Language: Slovenian

Code: SM
Language: Somali

Code: SN
Language: Soninke

Code: SP
Language: Sotho (Includes Sesuto)

Code: SQ
Language: Sedang (Includes Sedan)

Code: SR
Language: Spanish-Castilian

Code: SS
Language: Spanish-Creole

Code: ST
Language: Sukuma (Includes Nyamwezi)

Code: SU
Language: Susu

Code: SV
Language: Serer

Code: SW
Language: Swahili

Code: SX
Language: Swati

Code: SY
Language: Swedish

Code: SZ
Language: Semitic

Code: TA
Language: Tagalog

Code: TB
Language: Tadjik

Code: TC

Language: Tamil

Code: TD
Language: Tahitian

Code: TE
Language: Telugu

Code: TF
Language: Temne

Code: TG
Language: Taki-Taki

Code: TH
Language: Thai (Includes Siamese)

Code: TJ
Language: Tibetan

Code: TK
Language: Tapachula

Code: TL
Language: Tigrinya

Code: TM
Language: Tatar

Code: TN
Language: Tigre

Code: TP
Language: Tsonga

Code: TQ
Language: Trukese

Code: TR
Language: Tswa

Code: TS
Language: Tswana (Includes Chuana)

Code: TT
Language: Tamachek (Includes Tuareg)

Code: TU
Language: Turkish

Code: TV
Language: Tulu

Code: TY
Language: Tungusu

Code: TZ
Language: Afro-Asian

Code: UA
Language: Tupi

Code: UB
Language: Turkoman (Includes Turkmen)

Code: UC
Language: Tonga (Includes Tumbuka and Zambian)

Code: UJ
Language: Uighur

Code: UK
Language: Ukranian

Code: UM
Language: Umbundu (Also Mbundu)

Code: UR
Language: Urdu

Code: UX
Language: Uzbek

Code: UZ
Language: Sino-Tibetan

Code: VA
Language: Vai

Code: VC
Language: Vietnamese-Central

Code: VN
Language: Vietnamese-Hanoi (Also Anamese)

Code: VQ
Language: Volapuk

Code: VS
Language: Vietnamese-Saigon

Code: VY
Language: Visayan (Also Bisayan, includes Hiligaynon, Visayan-Cebuano, Visayan-Hiligaynon and Visayan-Samaran)

Code: VZ
Language: Language Family

Code: WA
Language: Walamo

Code: WB
Language: Wendish (includes Lusatian and Sorbian)

Code: WE
Language: Welsh

Code: WH
Language: Xhosa

Code: WP
Language: Warsaw Pact (RC only)

Code: WQ
Language: Wolof

Code: WS
Language: Wescos

Code: WZ
Language: Baltic

Code: XA
Language: Zenaga

Code: XE
Language: Zerba

Code: XU
Language: Zulu

Code: XZ
Language: Artificial

Code: YA
Language: Yakut

Code: YB
Language: Yao (Malawi and Mozambique)

Code: YC
Language: Yao (China)

Code: YG
Language: Greek (Ancient)

Code: YH
Language: Hebrew (Ancient)

Code: YJ
Language: Yiddish

Code: YL
Language: Latin

Code: YP

Language: Yappese

Code: YQ
Language: Yoruba

Code: YY
Language: Identified as none.

Code: YZ
Language: Ancient/Defunct

Appendix C
Major Languages by Country

Languages are listed alphabetically by country in table C-1.

Table C–1
Alphabetical listing by country

Country: Afghanistan
Language: Persian-Afghan, Pashto, Uzbek, Turkmen

Country: Albania
Language: Albanian

Country: Algeria
Language: Arabic, Kabyle, Shawia, Tamashek, French

Country: Andorra
Language: Catalan

Country: Angola
Language: Mbundu (Umbundu), Kimbundu, Kongo, Chokwe, Lwena, Lunda, Portuguese

Country: Argentina
Language: Spanish

Country: Australia
Language: English, Aranda (Arunta), Murngin

Country: Austria
Language: German

Country: Bahamas
Language: English

Country: Bahrain
Language: Arabic

Country: Bangladesh
Language: Benfali, Urdu

Country: Barbados
Language: English

Country: Belgium
Language: Flemish, French

Country: Bhutan
Language: Jonkha, Nepali

Country: Bolivia
Language: Spanish, Quechua, Aymara, Chiquito, Guarani, Tacana

Country: Botswana
Language: Tswana, English, Bushman

Country: Brazil
Language: Portuguese, Tupi, Arawak, Carib, Ge, Guarani, Panoan

Country: Bulgaria
Language: Bulgarian, Turkish

Country: Burma
Language: Burmese, Karen, Shan, Chin, Kachin (Chingpaw), Mon, Palaung, Wa (Kawa)

Table C–1
Alphabetical listing by country—Continued

Country: Burundi
Language: Rundi, French, Swahili

Country: Cambodia (see Kampuchea)
Language: Khmer, Chinese, Vietnamese, Cham

Country: Cameroon
Language: French, English, Fang, Bulu, Yaunde, Duala, Mbum, Fulani

Country: Canada
Language: English, French

Country: Central African Republic
Language: French, Sango, Gbaya, Banda

Country: Chad
Language: French, Sara, Arabic, Maba, Teda (Tibba), Mbum

Country: Chile
Language: Spanish, Araucanian

Country: China
Language: Chinese dialects

Country: Colombia
Language: Spanish, Arawak, Carib

Country: Congo (Brazzaville)
Language: French, Lingala, Kongo, Kituba

Country: Costa Rica
Language: Spanish, Bribri, Cabecar

Country: Cuba
Language: Spanish

Country: Cyprus
Language: Greek, Turkish

Country: Czechoslovakia
Language: Czech, Slovak

Country: Denmark
Language: Danish

Country: Dominican Republic
Language: Spanish

Country: Ecuador
Language: Spanish, Quechua, Jivaro

Country: Egypt
Language: Arabic

Country: El Salvador
Language: Spanish

Country: Equatorial Guinea
Language: Spanish, Fang, Bubi

Country: Ethiopia
Language: Amharic, Tigrinya, Tigre, Gurage, Harari, Galla, Sidamo, Somali, Beja, Afar, Saho

Country: Fiji
Language: English, Fijian, Hindi, Urdu, Tamil, Telugu

Country: Finland
Language: Finnish, Lappish

Country: France
Language: French, Provencal, German, Breton, Calalan, Barque, Italian (Corsican)

Country: French Guiana
Language: French, Creole

Country: Gabon
Language: French, Fang

Country: Gambia, The
Language: English, Malinke, Wolof, Fulani

Table C–1
Alphabetical listing by country—Continued

Country: Germany, Democratic Republic, Germany, Berlin, and Germany, Federal Republic of
Language: German, Flemish, Dutch, Italian

Country: Gibraltar
Language: English, Spanish

Country: Greece
Language: Greek, Turkish, Macedonian, Albanian

Country: Greenland
Language: Danish, Eskimo

Country: Grenada
Language: English, French Creole

Country: Guatemala
Language: Spanish, Quiche, Cakchiquel, Mam, Kekchi

Country: Guinea
Language: French, Fulani, Malinke, Susu, Kissi, Gola, Loma

Country: Guinea-Bissau
Language: Portuguese, Balante, Fulani, Malinke

Country: Guyana
Language: English, Hindi, Tamil, Arawak, Carib

Country: Haiti
Language: French, French Creole

Country: Honduras
Language: Spanish, Lenca, Carib

Country: Hong Kong
Language: English, Cantonese

Country: Hungary
Language: Hungarian

Country: Iceland
Language: Icelandic

Country: India
Language: Hindi, English, Urdu, Bengali, Marathi, Bihari, Gujarati, Oriya, Punjabi, Rajasthani, Assamese, Sindhi, Telugu, Tamil, Kanarese, Malayalam, Santali, Mundari, Ho, Savava (Sara), Korku

Country: Indonesia
Language: Indonesian, Javanese, Sudanese, Madurese, Minangkabau, Achinese, Batak, Buginese, Belinese

Country: Iran
Language: Persian-Farsi, Azerbaijani, Kurdish, Baluchi

Country: Iraq
Language: Arabic, Kurdish

Country: Ireland
Language: Irish-Gaelic, English

Country: Israel
Language: Hebrew, Arabic

Country: Italy
Language: Italian, German, Sardinian

Country: Ivory Coast
Language: French, Dyula, Senufo, Anyi (Agni), Baule, Malinke

Country: Jamaica
Language: English

Country: Japan
Language: Japanese

Country: Jordan
Language: Arabic

Country: Kampuchea
Language: Khmer, Chinese, Vietnamese, Chan

Country: Kenya

Table C–1
Alphabetical listing by country—Continued

Language: Swahili, English, Kikuyu, Nairobi, Kamba, Luo, Somali

Country: Korea, Democratic Peoples Republic of and Korea Republic of
Language: Korean

Country: Kuwait
Language: Arabic

Country: Laos
Language: Lao

Country: Lebanon
Language: Arabic, Armenian

Country: Lesotho
Language: English, Sotho

Country: Liberia
Language: English, Kpelle

Country: Libya
Language: Arabic, Tuareg (Tamashek)

Country: Liechtenstein
Language: German

Country: Luxembourg
Language: French, German, Luexembourgian

Country: Malawi
Language: Nyanja, English, Yao

Country: Malaysia
Language: Malay, Chinese, Tamil

Country: Maldives
Language: Maldivian

Country: Mali
Language: French, Bambara, Fulani, Soninke, Malinke

Country: Malta
Language: Maltese

Country: Mauritania
Language: French, Arabic, Fulani, Soninke

Country: Mauritius
Language: French Creole, Hindi, Urdu, Tamil, Chinese

Country: Mexico
Language: Spanish, Several Indian languages

Country: Monaco
Language: French, Italian

Country: Mongolia
Language: Mongolian, Kazakh

Country: Morocco
Language: Arabic, Shluh, Tamazight, Riffian, French, Spanish

Country: Mozambique
Language: Portuguese, Makua, Thonga, Yao, Makonde, Zulu

Country: Nepal
Language: Nepali, Bilari, Newari, Murmi, Tibetan

Country: Netherlands
Language: Dutch, Frisian

Country: Netherlands Antilles
Language: Dutch, Papiamento

Country: New Zealand
Language: English, Maori

Country: Nicaragua
Language: Spanish, Miskito (Mosquito)

Country: Niger
Language: French, Hausa, Djerma, Fulani, Tuareg

Table C–1
Alphabetical listing by country—Continued

Country: Nigeria
Language: English, Hausa, Yoruba, Ibo, Fulani, Kanuri, Efik, Ibibio, Tiv

Country: Norway
Language: Norwegian, Lappish

Country: Oman
Language: Arabic

Country: Pakistan
Language: Urdu, Punjabi, Sindhi, Pashto, Baluchi

Country: Panama
Language: Spanish, Guaymi, Cuna

Country: Papua New Guinea
Language: Mortu, Kiwai, Orokolo, Enga, Kate, Yabim, Pidgin English, Police Motu (Simplified form of Motu)

Country: Paraguay
Language: Spanish, Guarani

Country: Peru
Language: Spanish, Quechua, Aymara, Panoan, Jivaro

Country: Philippines
Language: Tagalog, Cebuano, Hiligaynon, Samaran, Illocano, Bikol, Pamangan, English

Country: Poland
Language: Polish

Country: Portugal
Language: Portuguese

Country: Puerto Rico
Language: Spanish, English

Country: Qatar
Language: Arabic

Country: Rhodesia
Language: English, Shona, Matabele (Dialect of Zulu)

Country: Romania
Language: Rumania, Hungarian

Country: Russia (See Union of Soviet Socialist Republics)
Country: Rwanda
Language: Ruanda, French, Swahili

Country: San Marino
Language: Italian

Country: Saudi Arabia
Language: Arabic

Country: Senegal
Language: French, Wolof, Fulani, Serer, Dyola, Malinke

Country: Sierra Leone
Language: English, Mende, Temne, Vai, Kissi, Gola, Krio

Country: Singapore
Language: Chinese, Malay, Tamil, English

Country: Somalia
Language: Somali, Arabic, Italian, English

Country: South Africa
Language: Afrikaans, English, Zulu, Xhosa, Tswana, Sotho, Pedi, Swasi, Venda

Country: Soviet Union (see Union of Soviet Socialist Republic)
Country: Spain
Language: Spanish, Catalan, Galician, Basque

Country: Sri Lanka
Language: Sinhalese, Tamil

Country: Sudan

Appendix D
Interagency Language Roundtable Language Skill Level Descriptions

Section I
Speaking

D–1. Preface
a. The following proficiency level descriptions characterize spoken language use. Each of the six "base levels" (coded 00, 10, 20, 30, 40, and 50) implies control of any previous "base level's" functions and accuracy. The "plus level" designation (coded 06, 16, 26, etc.) will be assigned when proficiency substantially exceeds one base skill level and does not fully meet the criteria for the next "base level." The "plus level" descriptions are therefore supplementary to the "base level" descriptions.

b. A skill level is assigned to a person through an authorized language examination. Examiners assign a level on a variety of performance criteria exemplified in the descriptive statements. Therefore, the examples given here illustrate, but do not exhaustively describe, either the skills a person may possess or situations in which he/she may function effectively.

c. Statements describing accuracy refer to typical stages in the development of competence in the most commonly taught languages in formal training programs. In other languages, emerging competence parallels these characterizations, but often with different details.

d. Unless otherwise specified, the term "native speaker" refers to native speakers of a standard dialect.

e. "Well-educated," in the context of these proficiency descriptions, does not necessarily imply formal higher education. However, in cultures where formal higher education is common, the language-use abilities of persons who have had such education is considered the standard. That is, such a person meets contemporary expectations for the formal, careful style of the language, as well as a range of less formal varieties of the language.

D–2. Level 0 (No proficiency)
Unable to function in the spoken language. Oral production is limited to occasional isolated words. Has essentially no communicative ability. (Has been coded S–0 in some nonautomated applications.) (Data Code 00)

D–3. Level 0+ (Memorized proficiency)
a. Able to satisfy immediate needs using rehearsed utterances. Shows little real autonomy of expression, flexibility, or spontaneity. Can ask questions or make statements with reasonable accuracy only with memorized utterances or formulae. Attempts at creating speech are usually unsuccessful.

b. Examples: The individual's vocabulary is usually limited to areas of immediate survival needs. Most utterances are telegraphic; that is, functors (linking words, markers, and the like) are omitted, confused, or distorted. An individual can usually differentiate most significant sounds when produced in isolation, but, when combined in words or groups of words, errors may be frequent. Even with repetition, communication is severely limited even with people used to dealing with foreigners. Stress, intonation, tone, etc. are usually quite faulty. (Has been coded S–0+ in some nonautomated applications.) (Data Code 06)

D–4. Level 1 (Elementary proficiency)
a. Able to satisfy minimum courtesy requirements and maintain very simple face-to-face conversions on familiar topics. A native speaker must often use slowed speech, repetition, paraphrase, or a combination of these to be understood by this individual. Similarly, the native speaker must strain and employ real-world knowledge to understand even simple statements/questions from this individual. This speaker has a functional, but limited proficiency. Misunderstandings are frequent, but the individual is able to ask for help and to verify comprehension of native speech in face-to-face interaction.

The individual is unable to produce continuous discourse except with rehearsed material.

b. Examples: Structural accuracy is likely to be random or severely limited. Time concepts are vague. Vocabulary is inaccurate, and its range is very narrow. The individual often speaks with great difficulty. By repeating, such speakers can make themselves understood to native speakers who are in regular contact with foreigners but there is little precision in the information conveyed. Needs, experience, or training may vary greatly from individual to individual; for example, speakers at this level may have encountered quite different vocabulary areas. However, the individual can typically satisfy predictable, simple, personal and accommodation needs; can generally meet courtesy, introduction, and identification requirements; exchange greetings; elicit and provide, for example, predictable and skeletal biographical information. He/she might give information about business hours, explain routine procedures in a limited way, and state in a simple manner what actions will be taken. He/she is able to formulate some questions even in languages with complicated question constructions. Almost every utterance may be characterized by structural errors and errors in basic grammatical relations. Vocabulary is extremely limited and characteristically does not include modifiers. Pronunciation, stress, and intonation are generally poor, often heavily influenced by another language. Use of structure and vocabulary is highly imprecise. (Has been coded S–1 in some nonautomated applications.) (Data Code 10)

D–5. Level 1+ (Elementary proficiency, plus)

a. Can initiate and maintain predictable face-to-face conversations and satisfy limited social demands. He/she may, however, have little understanding of the social conventions of conversation. The interlocutor is generally required to strain and employ real-world knowledge to understand even some simple speech. The speaker at this level may hesitate and may have to change subjects due to lack of language resources. Range and control of the language are limited. Speech largely consists of a series of short, discrete utterances.

b. Examples: The individual is able to satisfy most travel and accommodation needs and a limited range of social demands beyond exchange of skeletal biographic information. Speaking ability may extend beyond immediate survival needs. Accuracy in basic grammatical relations is evident, although not consistent. May exhibit the more common forms of verb tenses, for example, but may make frequent errors in formation and selection. While some structures are established, errors occur in more complex patterns. The individual typically cannot sustain coherent structures in longer utterances or unfamiliar situations. Ability to describe and give precise information is limited. Person, space, and time references are often used incorrectly. Pronunciation is understandable to natives used to dealing with foreigners. Can combine most significant sounds with reasonable comprehensibility, but has difficulty in producing certain sounds in certain positions or in certain combinations. Speech will usually be labored. Frequently has to repeat utterances to be understood by the general public. (Has been coded S–1+ in some nonautomated applications.) (Data Code 16)

D–6. Level 2 (Limited working proficiency)

a. Able to satisfy routine social demands and limited work requirements. Can handle routine work-related interactions that are limited in scope. In more complex and sophisticated work-related tasks, language usage generally disturbs the native speaker. Can handle with confidence, but not with facility, most normal, high-frequency social conversational situations including extensive, but casual conversations about current events, as well as work, family, and autobiographical information. The individual can get the gist of most everyday conversations but has some difficulty understanding native speakers in situations that require specialized or sophisticated knowledge. The individual's utterances are minimally cohesive. Linguistic structure is usually not very elaborate and not thoroughly

controlled; errors are frequent. Vocabulary use is appropriate for high-frequency utterances, but unusual or imprecise elsewhere.

b. Examples: While these interactions will vary widely from individual to individual, the individual can typically ask and answer predictable questions in the workplace and give straightforward instructions to subordinates. Additionally, the individual can participate in personal and accommodation-type interactions with elaboration and facility; that is, can give and understand complicated, detailed, and extensive directions and make non-routine changes in travel and accommodation arrangements. Simple structures and basic grammatical relations are typically controlled; however, there are areas of weakness. In the commonly taught languages, these may be simple markings such as plurals, articles, linking words, and negatives or more complex structures such as tense/aspect usage, case morphology, passive constructions, word order, and embedding. (Has been coded S–2 in some nonautomated applications.) (Data Code 20)

D–7. Level 2+ (Limited working proficiency, plus)

a. Able to satisfy most work requirements with language usage that is often, but not always, acceptable and effective. The individual shows considerable ability to communicate effectively on topics relating to particular interests and special fields of competence. Often shows a high degree of fluency and ease of speech, yet when under tension or pressure, the ability to use the language effectively may deteriorate. Comprehension of normal native speech is typically nearly complete. The individual may miss cultural and local references and may require a native speaker to adjust to his/her limitations in some ways. Native speakers often perceive the individual's speech to contain awkward or inaccurate phrasing of ideas, mistaken time, space, and person references, or to be in some way inappropriate, if not strictly incorrect.

b. Examples: Typically the individual can participate in most social, formal, and informal interactions; but limitations either in range of contexts, types of tasks, or level of accuracy hinder effectiveness. The individual may be ill at ease with the use of the language either in social interaction or in speaking at length in professional contexts. He/she is generally strong in either structural precision or vocabulary, but not in both. Weakness or unevenness in one of the foregoing or in pronunciation occasionally results in miscommunication. Normally controls, but cannot always easily produce general vocabulary. Discourse is often incohesive. (Has been coded S–2+ in some nonautomated applications.) (Data Code 26.)

D–8. Level 3 (General professional proficiency)

a. Able to speak the language with sufficient structural accuracy and vocabulary to participate effectively in most formal and informal conversations on practical, social, and professional topics. Nevertheless, the individual's limitations generally restrict the professional contexts of language use to matters of shared knowledge and/or international convention. Discourse is cohesive. The individual uses the language acceptably, but with some noticeable imperfections; yet, errors virtually never interfere with understanding and rarely disturb the native speaker. The individual can effectively combine structure and vocabulary to convey his/her meaning accurately. The individual speaks readily and fills pauses suitably. In face-to-face conversation with natives speaking the standard dialect at a normal rate of speech, comprehension is quite complete. Although cultural references, proverbs, and the implications of nuances and idiom may not be fully understood, the individual can easily repair the conversation. Pronunciation may be obviously foreign. Individual sounds are accurate; but stress, intonation, and pitch control may be faulty.

b. Examples: Can typically discuss particular interests and special fields of competence with reasonable ease. Can use the language as part of normal professional duties such as answering objections, clarifying points, justifying decisions, understanding the essence of challenges, stating and defending policy, conducting meetings, delivering briefings, or other extended and elaborate informative monologues. Can reliably elicit information and informed opinion

from native speakers. Structural inaccuracy is rarely the major cause of misunderstanding. Use of structural devices is flexible and elaborate. Without searching for words or phrases, the individual uses the language clearly and relatively naturally to elaborate concepts freely and make ideas easily understandable to native speakers. Errors occur in low-frequency and highly complex structures. (Has been coded S–3 in some nonautomated applications.) (Data Code 30)

D–9. Level 3+ (General professional proficiency, plus)

a. Is often able to use the language to satisfy professional needs in a wide range of sophisticated and demanding tasks.

b. Examples: Despite obvious strengths, may exhibit some hesitancy, uncertainty, effort, or errors which limit the range of language-use tasks that can be reliably performed. Typically there is particular strength in fluency and one or more, but not all, of the following: breadth of lexicon, including low- and medium-frequency items, especially socio-linguistic/cultural references and nuances of close synonyms; structural precision, with sophisticated features that are readily, accurately, and appropriately controlled (such as complex modification and embedding in Indo-European languages); discourse competence in a wide range of contexts and tasks, often matching a native speaker's strategic and organizational abilities and expectations. Occasional patterned errors occur in low frequency and highly-complex structures. (Has been coded S–3+ in some non-automated applications.) (Data Code 36)

D–10. Level 4 (Advanced professional proficiency)

a. Able to use the language fluently and accurately on all levels normally pertinent to professional needs. The individual's language usage and ability to function are fully successful. Organizes discourse well, using appropriate rhetorical speech devices, native cultural references, and understanding. Language ability only rarely hinders him/her in performing any task requiring language; yet, the individual would seldom be perceived as a native. Speaks effortlessly and smoothly and is able to use the language with a high degree of effectiveness, reliability, and precision for all representational purposes within the range of personal and professional experience and scope of responsibilities. Can serve as an informal interpreter in a range of unpredictable circumstances. Can perform extensive, sophisticated language tasks, encompassing most matters of interest to well-educated native speakers, including tasks which do not bear directly on a professional specialty.

b. Examples: Can discuss in detail concepts which are fundamentally different from those of the target culture and make those concepts clear and accessible to the native speaker. Similarly, the individual can understand the details and ramifications of concepts that are culturally or conceptually different from his/her own. Can set the tone of interpersonal official, semi-official, and non-professional verbal exchanges with a representative range of native speakers (in a range of varied audiences, purposes, tasks, and settings). Can play an effective role among native speakers in such contexts as conferences, lectures, and debates on matters of disagreement. Can advocate a position at length, both formally and in chance encounters, using sophisticated verbal strategies. Understands and reliably produces shifts of both subject matter and tone. Can understand native speakers of the standard and other major dialects in essentially any face-to-face interaction. (Has been coded S–4 in some nonautomated applications.) (Data Code 40)

D–11. Level 4+ (Advanced professional proficiency, plus)

a. Speaking proficiency is regularly superior in all respects, usually equivalent to that of a well-educated, highly articulate native speaker. Language ability does not impede the performance of any language-use task. However, the individual would not necessarily be perceived as culturally native.

b. Examples: The individual organizes discourse well, employing functional rhetorical speech devices, native cultural references and understanding. Effectively applies a native speaker's social and circumstantial knowledge. However, cannot sustain that performance under all circumstances. While the individual has a wide range and control of structure, an occasional nonnative slip may occur. The individual has a sophisticated control of vocabulary and phrasing that is rarely imprecise, yet there are occasional weaknesses in idioms, colloquialisms, pronunciation, cultural reference or there may be an occasional failure to interact in a totally native manner. (Has been coded S–4+ in some nonautomated applications.) (Data Code 46)

D–12. Level 5 (Functionally native proficiency)

Speaking proficiency is functionally equivalent to that of highly articulate well-educated native speaker and reflects the cultural standards of the country where the language is natively spoken. The individual uses the language with complete flexibility and intuition, so that speech on all levels is fully accepted by well-educated native speakers in all of its features, including breadth of vocabulary and idiom, colloquialisms, and pertinent cultural references. Pronunciation is typically consistent with that of well-educated native speakers of a non-stigmatized dialect. (Has been coded S–5 in some nonautomated applications.) (Data code 50)

Section II
Listening

D–13. Preface

a. The following proficiency level descriptions characterize comprehension of the spoken language. Each of the six "base levels" (coded 00, 10, 20, 30, 40, and 50) implies control of any previous "base level's" functions and accuracy. The "plus level" designation (coded 06, 16, 26, etc.) will be assigned when proficiency substantially exceeds one base skill level and does not fully meet the criteria for the next "base level." The "plus level" descriptions are therefore supplementary to the "base level" descriptions.

b. A skill level is assigned to a person through an authorized language examination. Examiners assign a level on a variety of performance criteria exemplified in the descriptive statements. Therefore, the examples given here illustrate, but do not exhaustively describe, either the skills a person may possess or situations in which he/she may function effectively.

c. Statements describing accuracy refer to typical stages in the development of competence in the most commonly taught languages in formal training programs. In other languages, emerging competence parallels these characterizations, but often with different details.

d. Unless otherwise specified, the term "native listener" refers to native speakers and listeners of a standard dialect.

e. "Well-educated," in the context of these proficiency descriptions, does not necessarily imply formal higher education. However, in cultures where formal higher education is common, the language-use abilities of persons who have had such education is considered the standard. That is, such a person meets contemporary expectations for the formal, careful style of the language, as well as a range of less formal varieties of the language.

D–14. Level 0 (No proficiency)

No practical understanding of the spoken language. Understanding is limited to occasional isolated words with essentially no ability to comprehend communication. (Has been coded L–0 in some non-automated applications.) (Data Code 00)

D–15. Level 0+ (Memorized proficiency)

Sufficient comprehension to understand a number of memorized utterances in areas of immediate needs. Slight increase in utterance length understood but requires frequent long pauses between understood phrases and repeated requests on the listener's part for repetition. Understands with reasonable accuracy only when this involves short memorized utterances or formulae. Utterances understood are relatively short in length. Misunderstandings arise due to ignoring or inaccurately hearing sounds or word endings (both inflectional and non-inflectional), distorting the original meaning. Can understand only with difficulty even such people as teachers who are used to

speaking with non-native speakers. Can understand best those statements where context strongly supports the utterance's meaning. Gets some main ideas. (Has been coded L–0+ in some nonautomated applications.) (Data Code 06)

D–16. Level 1 (Elementary proficiency)

Sufficient comprehension to understand utterances about basic survival needs and minimum courtesy and travel requirements. In areas of immediate need or on very familiar topics, can understand simple questions and answers, simple statements and very simple face-to-face conversations in a standard dialect. These must often be delivered more clearly than normal at a rate slower than normal, with frequent repetitions or paraphrase (that is, by a native used to dealing with foreigners). Once learned, these sentences can be varied for similar level vocabulary and grammar and still be understood. In the majority of utterances, misunderstandings arise due to overlooked or misunderstood syntax and other grammatical clues. Comprehension vocabulary inadequate to understand anything but the most elementary needs. Strong interference from the candidate's native language occurs. Little precision in the information understood owing to the tentative state of passive grammar and lack of vocabulary. Comprehension areas include basic needs such as: meals, lodging, transportation, time and simple directions (including both route instructions and orders from customs officials, policemen, etc.). Understands main ideas. (Has been coded L–1 in some nonautomated applications.) (Data Code 10)

D–17. Level 1+ (Elementary proficiency, plus)

Sufficient comprehension to understand short conversations about all survival needs and limited social demands. Developing flexibility evident in understanding into a range of circumstances beyond immediate survival needs. Shows spontaneity in understanding by speed, although consistency of understanding uneven. Limited vocabulary range necessitates repetition for understanding. Understands more common time forms and most question forms, some word order patterns, but miscommunication still occurs with more complex patterns. Cannot sustain understanding of coherent structures in longer utterances or in unfamiliar situations. Understanding of descriptions and the giving of precise information is limited. Aware of basic cohesive features, e.g., pronouns, verb inflections, but many are unreliably understood, especially if less immediate in reference. Understanding is largely limited to a series of short, discrete utterances. Still has to ask for utterances to be repeated. Some ability to understand facts. (Has been coded L–1+ in some nonautomated applications.) (Data Code 16)

D–18. Level 2 (Limited working proficiency)

Sufficient comprehension to understand conversations on routine social demands and limited job requirements. Able to understand face-to-face speech in a standard dialect, delivered at a normal rate with some repetition and rewording, by a native speaker not used to dealing with foreigners, about everyday topics, common personal and family news, well-known current events, and routine office matters through descriptions and narration about current, past and future events; can follow essential points of discussion or speech at an elementary level on topics in his/her special professional field. Only understands occasional words and phrases of statements made in unfavorable conditions, for example through loudspeakers outdoors. Understands factual content. Native language causes less interference in listening comprehension. Able to understand facts, i.e., the lines but not between or beyond the lines. (Has been coded L–2 in some nonautomated applications.) (Data Code 20)

D–19. Level 2+ (Limited working proficiency, plus)

Sufficient comprehension to understand most routine social demands and most conversations on work requirements as well as some discussions on concrete topics related to particular interests and special fields of competence. Often shows remarkable ability and ease of understanding, but under tension or pressure may break down. Candidate may display weakness or deficiency due to inadequate vocabulary base or less than secure knowledge of grammar and syntax. Normally understands general vocabulary with some hesitant understanding of everyday vocabulary still evident. Can sometimes detect emotional overtones. Some ability to understand implications. (Has been coded L–2+ in some nonautomated application.) (Data Code 26)

D–20. Level 3 (General professional proficiency)

Able to understand the essentials of all speech in a standard dialect including technical discussions within a special field. Has effective understanding of face-to-face speech, delivered with normal clarity and speed in a standard dialect, on general topics and areas of special interest; understands hypothesizing and supported opinions. Has broad enough vocabulary that rarely has to ask for paraphrasing or explanation. Can follow accurately the essentials of conversations between educated native speakers, reasonably clear telephone calls, radio broadcasts, news stories similar to wire service reports, oral reports, some oral technical reports and public addresses on non-technical subjects; can understand without difficulty all forms of standard speech concerning a special professional field. Does not understand native speakers if they speak very quickly or use some slang or dialect. Can often detect emotional overtones. Can understand implications. (Has been coded L–3 in some nonautomated applications.) (Data Code 30)

D–21. Level 3+ (General professional proficiency, plus)

Comprehends most of the content and intent of a variety of forms and styles of speech pertinent to professional needs, as well as general topics and social conversation. Ability to comprehend many sociolinguistic and cultural references. However, may miss some subtleties and nuances. Increased ability to comprehend unusually complex structures in lengthy utterances and to comprehend many distinctions in language tailored for different audiences. Increased ability to understand native speakers talking quickly, using nonstandard dialect of slang; however, comprehension not complete. Can discern some relationships among sophisticated listening materials in the context of broad experience. Can follow some unpredictable turns of thought readily in, for example, informal and formal speeches covering editorial, conjectural and literary material in subject matter areas directed to the general listener. (Has been coded L–3+ in some nonautomated applications.) (Data Code 36)

D–22. Level 4 (Advanced professional proficiency)

Able to understand all forms and styles of speech pertinent to professional needs. Able to understand fully all speech with extensive and precise vocabulary, subtleties and nuances in all standard dialects on any subject relevant to professional needs within the range of his/her experience, including social conversations; all intelligible broadcasts and telephone calls; and many kinds of technical discussions and discourse. Understands language specifically tailored (including persuasion, representations, counseling, and negotiating) to different audiences. Able to understand the essentials of speech in some non-standard dialects. Has difficulty in understanding extreme dialect and slang, also in understanding speech in unfavorable conditions, for example through bad loudspeakers outdoors. Can discern relationships among sophisticated listening materials in the context of broad experience. Can follow unpredictable turns of thought readily in, for example, informal and formal speeches covering editorial, conjectural, and literary material in any subject matter directed to the general listener. (Has been coded L–4 in some nonautomated applications.) (Data Code 40)

D–23. Level 4+ (Advanced professional proficiency, plus)

Increased ability to understand extremely difficult and abstract speech as well as ability to understand all forms and styles of speech pertinent to professional needs, including social conversations. Increased ability to comprehend native speakers using extreme nonstandard dialects and slang, as well as to understand speech in unfavorable conditions. Strong sensitivity to sociolinguistic and cultural references. Accuracy is close to that of the well-educated

native listener but still not equivalent. (Has been coded L–4+ in some nonautomated applications.) (Data Code 46)

D–24. Level 5 (Functionally native proficiency)
Comprehension equivalent to that of the well-educated native listener. Able to understand fully all forms and styles of speech intelligible to the well-educated native listener, including a number of regional and illiterate dialects, highly colloquial speech and conversations and discourse distorted by marked interference from other noise. Able to understand how natives think as they create discourse. Able to understand extremely difficult and abstract speech. (Has been coded L–5 in some nonautomated applications.) (Data Code 50)

Section III
Reading

D–25. Preface
a. The following proficiency level descriptions characterize comprehension of the written language. Each of the six "base levels" (coded 00, 10, 20, 30, 40, and 50) implies control of any previous "base level's" functions and accuracy. The "plus level" designation (coded 06, 16, 26, etc.) will be assigned when proficiency substantially exceeds one base skill level and does not fully meet the criteria for the next "base level." The "plus level" descriptions are therefore supplementary to the "base level" descriptions.

b. A skill level is assigned to a person through an authorized language examination. Examiners assign a level on a variety of performance criteria exemplified in the descriptive statements. Therefore, the examples given here illustrate, but do not exhaustively describe, either the skills a person may possess or situations in which he/she may function effectively.

c. Statements describing accuracy refer to typical stages in the development of competence in the most commonly taught languages in formal training programs. In other languages, emerging competence parallels these characterizations, but often with different details.

d. Unless otherwise specified, the term "native reader" refers to native readers of a standard dialect.

e. "Well-educated," in the context of these proficiency descriptions, does not necessarily imply formal higher education. However, in cultures where formal higher education is common, the language-use abilities of persons who have had such education is considered the standard. That is, such a person meets contemporary expectations for the formal, careful style of the language, as well as a range of less formal varieties of the language.

f. In the following descriptions a standard set of text-types is associated with each level. The text-type is generally characterized in each descriptive statement.

g. The word "read," in the context of these proficiency descriptions, means that the person at a given skill level can thoroughly understand the communicative intent in the text-types described. In the usual case the reader could be expected to make a full representation, thorough summary, or translation of the text into English.

h. Other useful operations can be performed on written texts that do not require the ability to "read," as defined above. Examples of such tasks which people of a given skill level may reasonably be expected to perform are provided, when appropriate, in the descriptions.

D–26. Level 0 (No proficiency)
No practical ability to read the language. Consistently misunderstands or cannot comprehend at all. (Has been coded R–0 in some nonautomated applications.) (Data Code 00)

D–27. Level 0+ (Memorized proficiency)
Can recognize all the letters in the printed version of an alphabetic system and high-frequency elements of a syllabary or a character system. Able to read some or all of the following: numbers, isolated words and phrases, personal and place names, street signs, office

and shop designations; the above often interpreted inaccurately. Unable to read connected prose. (Has been coded R–0+ in some nonautomated applications.) (Data Code 06)

D–28. Level 1 (Elementary proficiency)
Sufficient comprehension to read very simple connected written material in a form equivalent to usual printing or typescript. Can read either representations of familiar formulaic verbal exchanges or simple language containing only the highest frequency structural patterns and vocabulary, including shared international vocabulary items and cognates (when appropriate). Able to read and understand known language elements that have been recombined in new ways to achieve different meanings at a similar level of simplicity. Texts may include simple narratives of routine behavior; highly predictable descriptions of people, places or things; and explanations of geography and government such as those simplified for tourists. Some misunderstandings possible on simple texts. Can get some main ideas and locate prominent items of professional significance in more complex texts. Can identify general subject matter in some authentic texts. (Has been coded R–1 in some nonautomated applications.) (Data Code 10)

D–29. Level 1+ (Elementary proficiency, plus)
Sufficient comprehension to understand simple discourse in printed form for informative social purposes. Can read material such as announcements of public events, simple prose containing biographical information or narration of events, and straightforward newspaper headlines. Can guess at unfamiliar vocabulary if highly contextualized, but with difficulty in unfamiliar contexts. Can get some main ideas and locate routine information of professional significance in more complex texts. Can follow essential points of written discussion at an elementary level on topics in his/her special professional field. In commonly taught languages, the individual may not control the structure well. For example, basic grammatical relations are often misinterpreted, and temporal reference may rely primarily on lexical items as time indicators. Has some difficulty with the cohesive factors in discourse, such as matching pronouns with referents. May have to read materials several times for understanding. (Has been coded R–1+ in some nonautomated applications.) (Data Code 16)

D–30. Level 2 (Limited working proficiency)
Sufficient comprehension to read simple, authentic written material in a form equivalent to usual printing or typescript on subjects within a familiar context. Able to read with some misunderstandings straightforward, familiar, factual material, but in general insufficiently experienced with the language to draw inferences directly from the linguistic aspects of the text. Can locate and understand the main ideas and details in material written for the general reader. However, persons who have professional knowledge of a subject may be able to summarize or perform sorting and locating tasks with written texts that are well beyond their general proficiency level. The individual can read uncomplicated, but authentic prose on familiar subjects that are normally presented in a predictable sequence which aids the reader in understanding. Texts may include descriptions and narrations in contexts such as news items describing frequently occurring events, simple biographical information, social notices, formulaic business letters, and simple technical material written for the general reader. Generally the prose that can be read by the individual is predominantly in straightforward/high-frequency sentence patterns. The individual does not have a broad active vocabulary (that is, which he/she recognizes immediately on sight), but is able to use contextual and real-world cues to understand the text. Characteristically, however, the individual is quite slow in performing such a process. He/she is typically able to answer factual questions about authentic texts of the types described above. (Has been coded R–2 in some nonautomated applications.) (Data Code 20)

D–31. Level 2+ (Limited working proficiency, plus)
Sufficient comprehension to understand most factual material in

non-technical prose as well as some discussions on concrete topics related to special professional interests. Is markedly more proficient at reading materials on a familiar topic. Is able to separate the main ideas and details from lesser ones and uses that distinction to advance understanding. The individual is able to use linguistic context and real-world knowledge to make sensible guesses about unfamiliar material. Has a broad active reading vocabulary. The individual is able to get the gist of main and subsidiary ideas in texts which could only be read thoroughly by persons with much higher proficiencies. Weaknesses include slowness, uncertainty, inability to discern nuance and/or intentionally disguised meaning. (Has been coded R–2+ in some nonautomated applications.) (Data Code 26)

D–32. Level 3 (General professional proficiency)
Able to read within a normal range of speed and with almost complete comprehension a variety of authentic prose material on unfamiliar subjects. Reading ability is not dependent on subject matter knowledge, although it is not expected that the individual can comprehend thoroughly subject matter which is highly dependent on cultural knowledge or which is outside his/her general experience and not accompanied by explanation. Text-types include news stories similar to wire service reports or international news items in major periodicals, routine correspondence, general reports, and technical material in his/her professional field; all of these may include hypothesis, argumentation, and supported opinions. Misreading rare. Almost always able to interpret material correctly, relate ideas, and "read between the lines," (that is, understand the writer's implicit intents in texts of the above types). Can get the gist of more sophisticated texts, but may be unable to detect or understand subtlety and nuance. Rarely has to pause over or reread general vocabulary. However, may experience some difficulty with unusually complex structure and low frequency idioms. (Has been coded R–3 in some nonautomated applications.) (Data Code 30)

D–33. Level 3+ (General professional proficiency, plus)
Can comprehend a variety of styles and forms pertinent to professional needs. Rarely misinterprets such texts or rarely experiences difficulty relating ideas or making inferences. Able to comprehend many sociolinguistic and cultural references. However, may miss some nuances and subtleties. Able to comprehend a considerable range of intentionally complex structures, low frequency idioms, and uncommon connotative intentions; however, accuracy is not complete. The individual is typically able to read with facility, understand, and appreciate contemporary expository, technical, or literary texts which do not rely heavily on slang and unusual idioms. (Has been coded R–3+ in some nonautomated applications.) (Data Code 36)

D–34. Level 4 (Advanced professional proficiency)
Able to read fluently and accurately all styles and forms of the language pertinent to professional needs. The individual's experience with the written language is extensive enough that he/she is able to relate inferences in the text to real-world knowledge and understand almost all sociolinguistic and cultural references. Able to "read beyond the lines" (that is, to understand the full ramifications of texts as they are situated in the wider cultural, political, or social environment). Able to read and understand the intent of writers' use of nuance and subtlety. The individual can discern relationships among sophisticated written materials in the context of broad experience. Can follow unpredictable turns of thought readily in, for example, editorial, conjectural, and literary texts in any subject matter area directed to the general reader. Can read essentially all materials in his/her special field, including official and professional documents and correspondence. Recognizes all professional relevant vocabulary known to the educated non-professional native, although may have some difficulty with slang. Can read reasonably legible handwriting without difficulty. Accuracy is often nearly that of a well-educated native reader. (Has been coded R–4 in some nonautomated applications.) (Data Code 40)

D–35. Level 4+ (Advanced professional proficiency, plus)
Nearly native ability to read and understand extremely difficult or abstract prose, a very wide variety of vocabulary, idioms, colloquialisms, and slang. Strong sensitivity to and understanding of sociolinguistic and cultural references. Little difficulty in reading less than fully legible handwriting. Broad ability to "read beyond the lines" (that is, to understand the full ramifications of texts as they are situated in the wider cultural, political, or social environment) is nearly that of a well-read or well-educated native reader. Accuracy is close to that of the well-educated native reader, but not equivalent. (Has been coded R–4+ in some nonautomated applications.) (Data Code 46)

D–36. Level 5 (Functionally native proficiency)
Reading proficiency is functionally equivalent to that of the well-educated native reader. Can read extremely difficult and abstract prose; for example, general legal and technical as well as highly colloquial writings. Able to read literary texts, typically including contemporary avant-garde prose, poetry, and theatrical writing. Can read classical/archaic forms of literature with the same degree of facility as the well-educated, but non-specialist native. Reads and understands a wide variety of vocabulary and idioms, colloquialisms, slang, and pertinent cultural references. With varying degrees of difficulty, can read all kinds of handwritten documents. Accuracy of comprehension is equivalent to that of a well-educated native reader. (Has been coded R–5 in some nonautomated applications.) (Data Code 50)

Section IV
Writing

D–37. Preface
a. The following proficiency level descriptions characterize written language use. Each of the six "base levels" (coded 00, 10, 20, 30, 40, and 50) implies control of any previous "base level's" functions and accuracy. The "plus level" designation (coded 06, 16, 26, etc,) will be assigned when proficiency substantially exceeds one base skill level and does not fully meet the criteria for the next "base level." The "plus level" descriptions are therefore supplementary to the "base level" descriptions.

b. A skill level is assigned to a person through an authorized language examination. Examiners assign a level on a variety of performance criteria exemplified in the descriptive statements. Therefore, the examples given here illustrate, but do not exhaustively describe either the skills a person may possess or situations in which he/she may function effectively.

c. Statements describing accuracy refer to typical stages in the development of competence in the most commonly taught languages in formal training programs. In other languages, emerging competence parallels these characterizations, but often with different details.

d. Unless otherwise specified, the term "native writer" refers to native writers of a standard dialect.

e. "Well-educated," in the context of these proficiency descriptions, does not necessarily imply formal higher education. However, in cultures where formal higher education is common, the language-use abilities of persons who have had such education is considered the standard. That is, such a person meets contemporary expectations for the formal, careful style of the language, as well as a range of less formal varieties of the language.

D–38. Level 0 (No proficiency)
No functional writing ability. (Has been coded W–0 in some nonautomated applications.) (Data Code 00)

D–39. Level 0+ (Memorized proficiency)
Writes using memorized material and set expressions. Can produce symbols in an alphabetic or syllabic writing system or 50 of the most common characters. Can write numbers and dates, own name, nationality, address, etc., such as on a hotel registration form. Otherwise, ability to write is limited to simple lists of common items such

as a few short sentences. Spelling and even representation of symbols (letters, syllables, characters) may be incorrect. (Has been coded W–0+ in some nonautomated applications.) (Data Code 06)

D–40. Level 1 (Elementary proficiency)
Has sufficient control of the writing system to meet limited practical needs. Can create by writing statements and questions on topics very familiar to him/her within the scope of his/her very limited language experience. Writing vocabulary is inadequate to express anything but elementary needs; writes in simple sentences making continual errors in spelling, grammar and punctuation but writing can be read and understood by a native reader used to dealing with foreigners attempting to write his/her language. Writing tends to be a loose collection of sentences (or fragments) on a given topic and provides little evidence of conscious organization. While topics which are "very familiar" and elementary needs vary considerably from individual to individual, any person at this level should be able to write simple phone messages, excuses, notes to service people and simple notes to friends. (800–1000 characters controlled.) (Has been coded W–1 in some nonautomated applications.) (Data Code 10)

D–41. Level 1+ (Elementary proficiency, plus)
Sufficient control of writing system to meet most survival needs and limited social demands. Can create sentences and short paragraphs related to most survival needs (food, lodging, transportation, immediate surroundings and situations) and limited social demands. Can express fairly accurate present and future time. Can produce some past verb forms but not always accurately or with correct usage. Can relate personal history, discuss topics such as daily life, preferences and very familiar material. Shows good control of elementary vocabulary and some control of basic syntactic patterns but major errors still occur when expressing more complex thoughts. Dictionary usage may still yield incorrect vocabulary of forms, although the individual can use a dictionary to advantage to express simple ideas. Generally cannot use basic cohesive elements of discourse to advantage (such as relative constructions, object pronouns, connectors, etc.). Can take notes in some detail on familiar topics, and respond to personal questions using elementary vocabulary and common structures. Can write simple letters, summaries of biographical data and work experience with fair accuracy. Writing, though faulty, is comprehensible to native speakers used to dealing with foreigners. (Has been coded W–1+ in some nonautomated applications.) (Data Code 16)

D–42. Level 2 (Limited working proficiency)
Able to write routine social correspondence and prepare documentary materials required for most limited work requirements. Has writing vocabulary sufficient to express himself/herself simply with some circumlocutions. Can write simply about a very limited number of current events or daily situations. Still makes common errors in spelling and punctuation but shows some control of the common formats and punctuation conventions. Good control of morphology of language (in inflected languages) and of the most frequently used syntactic structures. Elementary constructions are usually handled quite accurately and writing is understandable to a native reader not used to reading the writing of foreigners. Uses a limited number of cohesive devices. (Has been coded W–2 in some nonautomated applications.) (Data Code 20)

D–43. Level 2+ (Limited working proficiency, plus)
Shows ability to write with some precision and in some detail about most common topics. Can write about concrete topics relating to particular interests and special fields of competence. Often shows surprising fluency and ease of expression but under time constraints and pressure language may be inaccurate and/or incomprehensible. Generally strong in either grammar or vocabulary but not in both. Weaknesses or unevenness in one of the foregoing or in spelling result in occasional miscommunication. Areas of weakness range from simple constructions such as plurals, articles, prepositions and

negatives to more complex structures such as tense usage, passive constructions, word order and relative clauses. Normally controls general vocabulary with some misuse of everyday vocabulary evident. Shows a limited ability to use circumlocutions. Uses dictionary to advantage to supply unknown words. Can take fairly accurate notes on material presented orally and handle with fair accuracy most social correspondence. Writing is understandable to native speakers not used to dealing with foreigners' attempts to write the language, though style is still obviously foreign. (Has been coded W–2+ in some nonautomated applications.) (Data Code 26)

D–44. Level 3 (General professional proficiency)
Able to use the language effectively in most formal and informal written exchanges on practical, social and professional topics. Can write reports, summaries, short library research papers on current events, on particular areas of interest or on special fields with reasonable ease. Control of structure, spelling and general vocabulary is adequate to convey his/her message accurately but style may be obviously foreign. Errors virtually never interfere with comprehension and rarely disturb the native reader. Punctuation generally controlled. Employs a full range of structures. Control of grammar good with only sporadic errors in basic structures, occasional errors in the most complex frequent structures and somewhat more frequent errors in low frequency complex structures. Consistent control of compound and complex sentences. Relationship of ideas is consistently clear. (Has been coded W–3 in some nonautomated applications.) (Data Code 30)

D–45. Level 3+ (General professional proficiency, plus)
Able to write the language in a few prose styles pertinent to professional/educational needs. Not always able to tailor language to suit audience. Weaknesses may lie in poor control of low frequency complex structures, vocabulary or the ability to express subtleties and nuances. May be able to write on some topics pertinent to professional/educational needs. Organization may suffer due to lack of variety in organizational patters or in variety of cohesive devices. (Has been coded W–3+ in some nonautomated applications.) (Data Code 36)

D–46. Level 4 (Advanced professional proficiency)
Able to write the language precisely and accurately in a variety of prose styles pertinent to professional/educational needs. Errors of grammar are rare including those in low frequency complex structures. Consistently able to tailor language to suit audience and able to express subtleties and nuances. Expository prose is clearly, consistently and explicitly organized. The writer employs a variety of organizational patterns, uses a wide variety of cohesive devices such as ellipsis and parallelisms, and subordinates in a variety of ways. Able to write on all topics normally pertinent to professional/educational needs and on social issues of a general nature. Writing adequate to express all his/her experiences. (Has been coded W–4 in some nonautomated applications.) (Data Code 40)

D–47. Level 4+ (Advanced professional proficiency, plus)
Able to write the language precisely and accurately in a wide variety of prose styles pertinent to professional/educational needs. May have some ability to edit but not in the full range of styles. Has some flexibility within a style and shows some evidence of a use of stylistic devices. (Has been coded W–4+ in some nonautomated applications.) (Data Code 46)

D–48. Level 5 (Functionally native proficiency)
Has writing proficiency equal to that of a well-educated native. Without non-native errors of structure, spelling, style or vocabulary can write and edit both formal and informal correspondence, official reports and documents, and professional/educational articles including writing for special purposes which might include legal, technical, educational, literary and colloquial writing. In addition to being clear, explicit and informative, the writing and the ideas are also imaginative. The writer employs a very wide range of stylistic

devices. (Has been coded W–5 in some nonautomated applications.) (Data Code 50)

Appendix E
Management Control Evaluation Checklist

E–1. Function
The function covered by this checklist is Army linguist management (training, readiness, utilization, and Foreign Language Proficiency Pay).

E–2. Purpose
The purpose of this checklist is to assist MACOM and installation managers in evaluating their key management controls. It is not intended to cover all controls.

E–3. Instructions
Answers must be based on the actual testing of key management controls such as document analysis, direct observation, interviewing, sampling, and simulation. Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation. These management controls must be evaluated at least once a year. Certification that this evaluation has been conducted must be accomplished on DA Form 11–2–R (Management Control Evaluation Certification Statement). (This form will be locally reproduced on 8½- by 11-inch paper; a copy is located at the back of this publication.)

E–4. Test questions
a. Are procedures in place to ensure testing of personnel as required?

b. Are soldiers assigned to an authorized foreign language proficiency position?

c. Are orders issued to start, terminate, and reinstate foreign proficiency pay?

d. Has MACOM/installation provided facilities, funding, and manpower to support conduct of refresher/maintenance training?

e. Has unit integrated language refresher/maintenance training into unit training schedules?

f. Has the soldier been tested for proficiency within the past 12 months in a foreign language?

g. Upon completion of language training, are soldiers being assigned against the linguist requirements for which they were trained?

E–5. Supersession
This checklist replaces the checklist for the Soldier Program—Linguist Program previously published in DA Cir 11–93–2.

E–6. Comments
Help make this a better tool for evaluating management controls. Submit comments to COMMANDER, PERSCOM (ATTN TAPC–EPC–O), 200 STOVALL STREET, ALEXANDRIA VA 22332–0407.

Glossary

Section I
Abbreviations

AC
Active Component

ACASP
Army civilian acquired skills program

ADSW
active duty for special work

ADT
active duty for training

AEC
Army Education Center

AG
Adjutant General

AGR
Active Guard Reserve

AIT
advanced individual training

ALAT
Army Language Aptitude Test

AMEDD
Army Medical Department

ANG
Air National Guard

ARNG
Army National Guard

ARPERCEN
U.S. Army Reserve Personnel Center

AT
annual training

CAR
Chief, Army Reserve

CMF
career management field

CNGB
Chief, National Guard Bureau

COBE
Command Operating Budget Estimate

DA
Department of the Army

DCSINT
Deputy Chief of Staff for Intelligence

DCSOPS
Deputy Chief of Staff for Operations and Plans

DCSPER
Deputy Chief of Staff for Personnel

DFAS
Defense Finance and Accounting Service

DLAT
Defense Language Aptitude Test

DLI
Defense Language Institute

DLIFLC
Defense Language Institute, Foreign Language Center

DLPT
Defense Language Proficiency Test

DOD
Department of Defense

DODI
Department of Defense Instruction

EA
executive agent

EB
enlistment bonus

EMF
enlisted master file

EPMS
Enlisted Personnel Management System

ETS
expiration term of service

FA
functional area

FAO
finance and accounting office; foreign area officer

FORSCOM
U.S. Army Forces Command

GED
general education development

GOSC
General Officer Steering Committee

HQDA
Headquarters, Department of the Army

IDT
inactive duty training

IET
initial entry training

IMA
Individual mobilization augmentee

IRR
Individual Ready Reserve

JAGC
Judge Advocate General's Corps

LDC
language difficulty category

LIC
language identification code

MAAG
Military Assistant Advisory Group

MACOM
major Army command

MEPCOM
U.S. Military Enlistment Processing Command

MEPS
Military Entrance Processing Stations

MI
military intelligence

MILPER
Military Personnel

MOS
military occupational specialty

MTOE
modification table of organization and equipment

MUSARC
Major U.S. Army Reserve Command

NGB
National Guard Bureau

NPS
no prior service

OASD (FMP)
Office of the Assistant Secretary of Defense for Force Management Policy

OCAR
Office of the Chief, Army Reserve

OCCH
Office of the Chief of Chaplains

OCE
Office of the Chief of Engineers

OCS
Officer Candidate School

ODCSINT
Office of the Deputy Chief of Staff for Intelligence

ODCSLOG
Office of the Deputy Chief of Staff for Logistics

ODCSOPS
Office of the Deputy Chief of Staff for Operations and Plans

ODCSPER
Office of the Deputy Chief of Staff for Personnel

OPLAN
operating plan

OPMS
Officer Personnel Management System

OTJAG
Office of The Judge Advocate General

OTSG
Office of The Surgeon General

PARR
Program Analysis Resource Review

PCS
permanent change of station

PERSCOM
U.S. Total Army Personnel Command

PMOS
primary military occupational specialty

POM
program objective memorandum

POSN
position number change

RC
Reserve Components

SA
Secretary of the Army

SC
specialty code

SIDPERS
Standard Installation/Division Personnel Systems

SPF
SIDPERS personnel file

SQI
special qualification identifier

SRB
selective reenlistment bonus

TCO
test control officer

TDA
tables of distribution and allowances

TDY
temporary duty

TOE
tables of organization and equipment

TPU
Troop Program Unit

TRADOC
U.S. Army Training and Doctrine Command

TTAD
temporary tour of active duty

USAFAC
U.S. Army Finance and Accounting Center

USAR
U.S. Army Reserve

USARC
U.S. Army Reserve Command

USARPAC
U.S. Army, Pacific

USAREC
U.S. Army Recruiting Command

USARECBN
U.S. Army Reception Battalion

USMA
U.S. Army Military Academy

Section II
Terms

Critical language
Any foreign language designated by the Secretary of Defense as a required proficiency because of national defense considerations.

Language proficiency
Level of proficiency a soldier possesses in a foreign language skill (listening, reading, and speaking).

Section III
Special Abbreviations and Terms
This regulation uses the following abbreviations, brevity codes, and acronyms not contained in AR 310–50.

ALC
Army Language Committee

BnS1
Battalion S1

CLANG
control language

CLP
Command Language Program

DAS
Defense Attache System

DFLP
Defense Foreign Language Program

DLAB
Defense Language Aptitude Battery

DLRPT
Defense Language Reading Proficiency Test

FLO
Final Learning Objective

FLPP
Foreign Language Proficiency Pay

FLTCE
Foreign Language Training Center, Europe

FSI
Foreign Service Institute

MPD
Military Personnel Division

PSC
Personnel Service Center

REDTRAIN
readiness training

SDT
Self-Development Test

SGMT
strength management

SLANG
Summer Language Program

SMDR
Structure Manning Decision Review

SPM
Service Program Manager

TRAP
Training Resources Arbitration Panel

VTT
video teletraining

Index

This index is organized alphabetically by topic and subtopic. Topics and subtopics are identified by paragraph number.

RESERVED

MANAGEMENT CONTROL EVALUATION CERTIFICATION STATEMENT	1. REGULATION NUMBER
	2. DATE OF REGULATION

For use of this form, see AR 11-2; the proponent agency is ASA(FM).

3. ASSESSABLE UNIT

4. FUNCTION

5. METHOD OF EVALUATION (Check one)

a. CHECKLIST	b. ALTERNATIVE METHOD (Indicate method)
APPENDIX (Enter appropriate letter)	

6. EVALUATION CONDUCTED BY

a. NAME (Last, First, MI)	b. DATE OF EVALUATION

7. REMARKS (Continue on reverse or use additional sheets of plain paper)

8. CERTIFICATION

I certify that the key management controls in this function have been evaluated in accordance with provisions of AR 11-2, Management Control . I also certify that corrective action has been initiated to resolve any deficiencies detected. These deficiencies and corrective actions (if any) are described above or in attached documentation. This certification statement and any supporting documentation will be retained on file subject to audit/inspection until superseded by a subsequent management control evaluation.

a. ACCESSABLE UNIT MANAGER

(1) TYPED NAME AND TITLE	b. DATE CERTIFIED
(2) SIGNATURE	

DA FORM 11-2-R, JUL 94   EDITION OF JAN 94 IS OBSOLETE.